

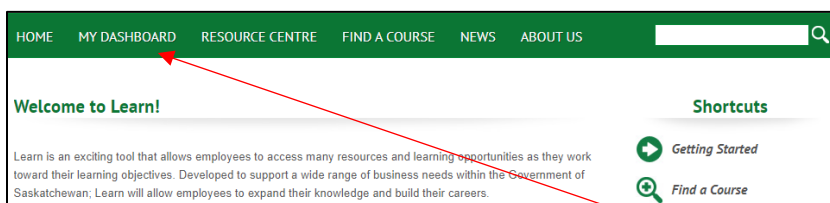
MoH – Tool Box Topic – Registering for Training

Accessing your LEARN Account

The first thing you will have to do is log in with your LEARN account. This LEARN account should be created before your first day with the Ministry, alongside your government account from ITO. In your inbox you will have an e-mail to reset your password for LEARN.

Registering for classes in LEARN

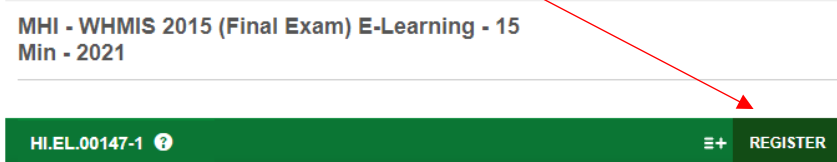
Once logged into LEARN you will be taken to the LEARN homepage.



In order to Search for classes, you must then click “MY DASHBOARD”. Once on the DASHBOARD you can search for courses with the search bar using either key words or the actual course code (HI.xxxxx).



After clicking the “Register” button, depending on the class it may need to be approved by your Approver. Some classes such as E-Learning module are automatic approval.



Some classes such as practical training for equipment, are scheduled to close registration on the Friday the week before. The reason for the registration closure is so that planning for that week can be completed.

If you have any questions or concerns, please contact the Safety Branch.