

# LEARNING LAUNCH ▶▶▶▶

## About UE's Learning Programs

### **Where can I access courses to determine if they are the right fit for my institution?**

Full preview versions of our courses are available within the *Training Tools* section of [EduRiskSolutions.org](http://EduRiskSolutions.org). Please note that you will need an account on EduRisk Solutions in order to preview our course offerings.

### **Can we run reports on who has completed training?**

Training Administrators will be able to access, run, and save completion reports through the Admin Panel in the Learning Portal.

### **Are there non-English versions of the online courses?**

Our *Workplace Harassment: Fundamentals (Prevención de Acoso en el Lugar de Trabajo)* is currently available in Spanish for higher education and K–12 employees. No other non-English versions of our courses are offered at this time.

### **Are the courses accessible to persons with disabilities?**

United Educators recognizes the importance of accessibility in our learning programs. We design all of our training tools with accessibility in mind and we are committed to continual improvements in this area. Most of our courses are accessible as defined by the previous version of the Section 508 accessibility standards. Updated Section 508 standards that more closely align with the version 2.0 of the Web Content Accessibility Guidelines (WCAG 2.0) went into effect in January 2018. Going forward, we are committed to conforming our learning programs to the updated Section 508 standards, including support for WCAG 2.0 Levels A and AA.

For a current VPAT or for information about a specific learning program, please email us at [launch@ue.org](mailto:launch@ue.org).

### **How long will it take a typical learner to complete the course?**

Most of our online courses can be completed in one hour or less. Course duration is indicated in the course description featured on the course homepage as well as in our course catalog. A *Time in Seat* report is also available to training administrators providing details on how long each learner spends in the course.

### **Can learners stop in the middle of a course and later resume where they left off?**

Yes. Our courses contain bookmarking tools that allow a learner to exit and later resume the course from the last page they visited.

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## **Does the learner receive a notification when they complete a course?**

The learner will receive an email confirmation for each course they complete. This email also contains a download link for a certificate of completion.

## **Will learners be able to print a certificate of completion?**

Yes, learners will receive a copy of their certificate via email once they complete their training. The certificates are also accessible within the Learning Portal to both the learner and administrators.

## **Can I have learners retake courses annually or on a recurring interval?**

Yes, the system is configured to automatically enable learners to retrain on an annual basis.

## **Can we setup access so that courses are only available during an allotted timeframe?**

Upon request, UE can remove access to courses for a learning population.