

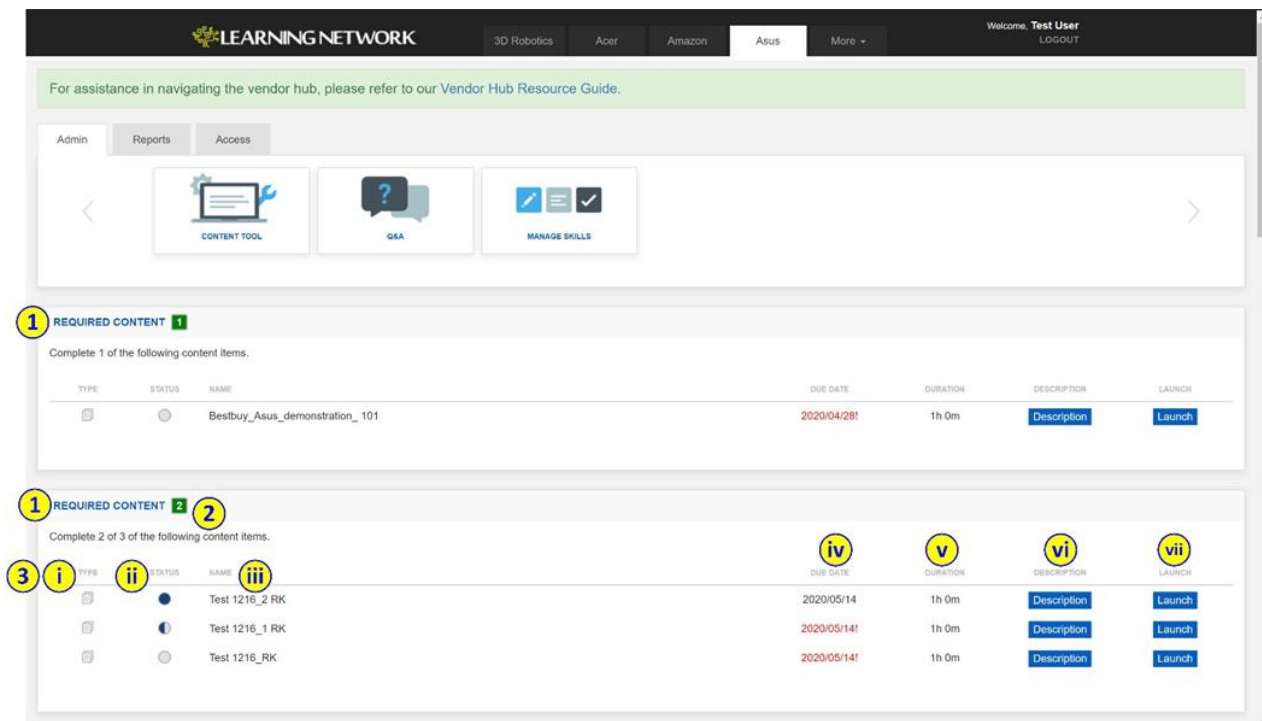
Learning Network | 2PL 3PL.

Introduction

The Learning Network’s Vendor Hub has been updated so that vendor users are able to access, launch and complete content assigned by Learning Network administrators.

Learning Network – Vendor Hub

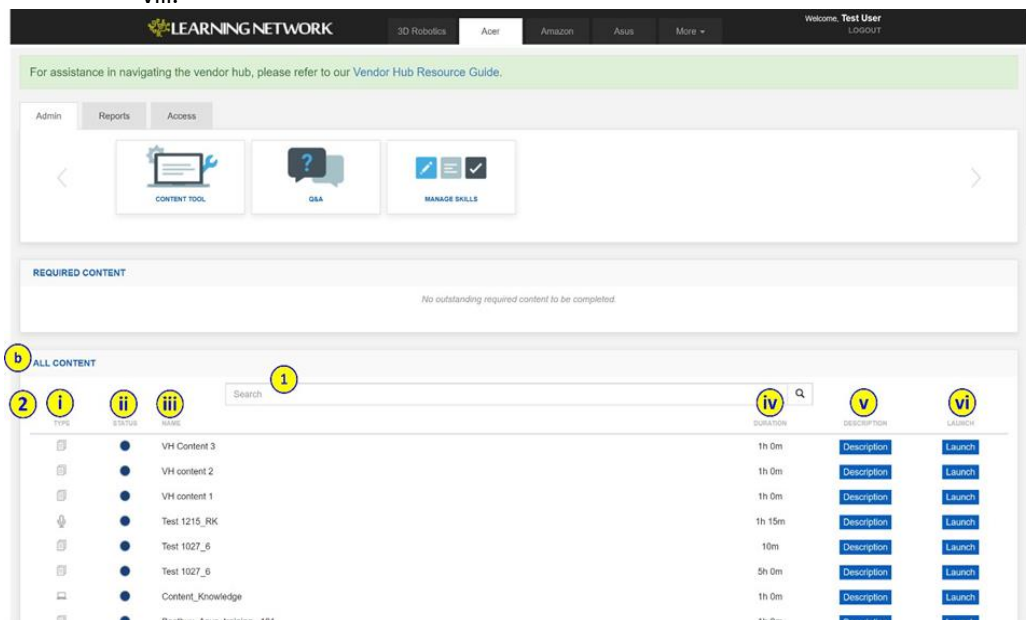
Learning Network’s Vendor Hub has been updated to display content available to vendor representatives in different panels on the Dashboard.



- a) **Required Content** – All required content will appear in its own panel when you log into Learning Network’s Vendor Hub.
1. **Multiple Requirements** – You may have multiple requirements; these will all appear in their own Required Content panel. Once you complete the number of required content items in that panel, the panel will disappear as you have completed the requirement.
 2. **Number of Required Content Items** – The number of content items that must be completed for that requirement will appear in a green box. The requirement will also appear in written format.
 - i. If the vendor employee is given the choice between content, the format will appear as *Choose x of y of the following content items.*

Second and Third-Party Provided Labor Guidelines & SOP.

3. **Content Items** – Content will be listed in a table with the following columns:
 - i. **Type** – The content type of that content item
 1. Available options: Document, Video, eLearning, Podcast or Stand-Alone Audio.
 - ii. **Status** – Completion status of the content item.
 1. Available options: Not Started, In Progress, Completed, Retake.
 - iii. **Name** – Name of the content item.
 - iv. **Due Date** – Date the content item is due. When the content is overdue, the due date will turn red.
 - v. **Duration** – An estimation of how long that content item should take you.
 - vi. **Description** – A button that when selected, will prompt a modal with the description of that content item.
 - vii. **Launch** – A button that when selected, will prompt a new browser tab and load the content.
 - viii.



- a) **All Content** – All available content that you have access to will appear in this panel when you log into Learning Network’s Vendor Hub.
 1. **Search** – Search for a specific content item by entering the name of the content item and selecting the magnifying glass icon to update the search results.
 2. **Content Items** – Content will be listed in a table with the following columns:
 - i. **Type** – The content type of that content item
 1. Available options: Document, Video, eLearning, Podcast or Stand-Alone Audio.
 - ii. **Status** – Completion status of the content item.
 1. Available options: Not Started, In Progress, Completed, Retake.
 - iii. **Name** – Name of the content item.
 - iv. **Duration** – An estimation of how long that content item should take you.
 - v. **Description** – A button that when selected, will prompt a modal with the description of that content item.
 - vi. **Launch** – A button that when selected, will prompt a new browser tab and load the content.