



E-Learn User Guide
www.e-learn.pitt.edu

Getting started guide for Learners

We want you to get the best results when using our site, especially when you are just starting out.

Getting started guide for Learners



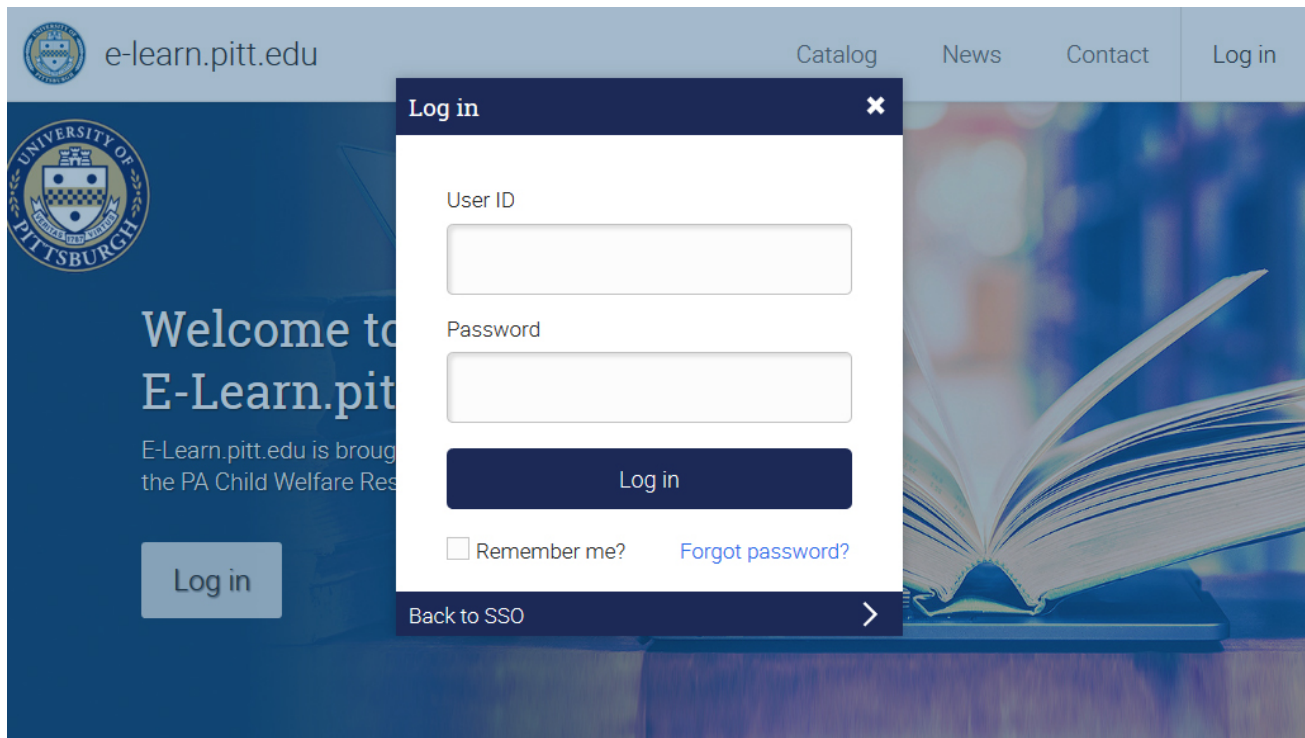
This guide specific to learners explains topics such as: logging in, navigating through E-Learn, enrolling in courses, using the Help Center, updating your profile, and accessing your certificates.

This guide covers the most common steps learners go through when using E-Learn. Please consult the Help Center if you want to find a specific topic. If you have any additional questions, please email helpcwtp@pitt.edu.

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Logging In

The new credentials to log into E-Learn will be your E-Learn user name (First letter of first name, full last name followed by a random number) for both the User ID, and Password field. Any issues with credentials should be sent to helpcwtp@pitt.edu



The screenshot shows the E-Learn login interface. At the top, there is a navigation bar with the University of Pittsburgh logo, the URL "e-learn.pitt.edu", and links for "Catalog", "News", "Contact", and "Log in". The main background features the University of Pittsburgh seal and the text "Welcome to E-Learn.pitt.edu" and "E-Learn.pitt.edu is brought to you by the PA Child Welfare Resource Center". A "Log in" button is visible in the bottom left. A modal "Log in" form is centered on the screen, containing fields for "User ID" and "Password", a "Log in" button, a "Remember me?" checkbox, and a "Forgot password?" link. At the bottom of the modal is a "Back to SSO" link with a right arrow.

e-learn.pitt.edu

Catalog News Contact Log in

UNIVERSITY OF PITTSBURGH

Welcome to E-Learn.pitt.edu

E-Learn.pitt.edu is brought to you by the PA Child Welfare Resource Center

Log in

Log in ✕

User ID

Password

Log in

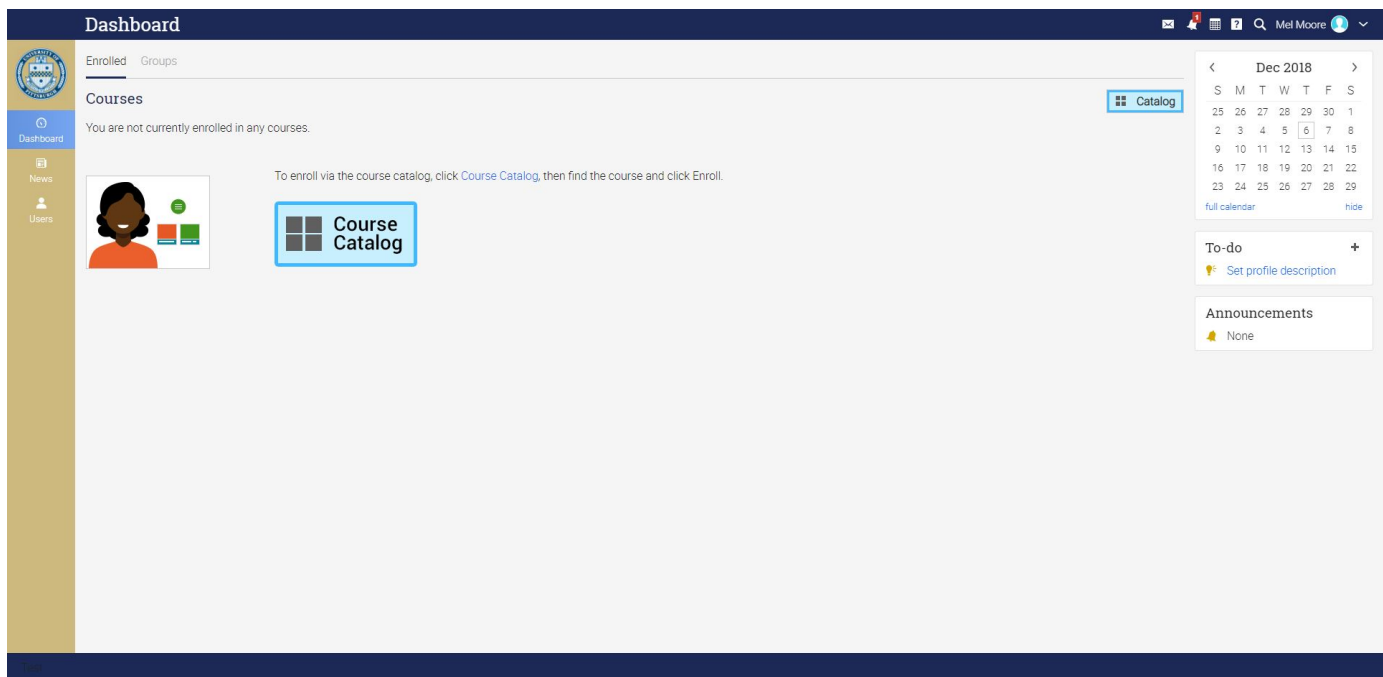
☐ Remember me? [Forgot password?](#)

Back to SSO >

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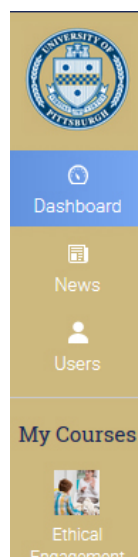
Navigating through the system

Upon logging in, you will land on your dashboard. This is where you can view any courses you are currently enrolled in, or view the course catalog.



Left bar

The left bar displays tabs that allow you to quickly navigate to the main areas of the site, such as Dashboard, News, Welcome, Users, and Resources.



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The left bar allows you access to these tabs no matter where you are in the site. If you hover over a tab, a pop-up window will appear with the most important options for that area.

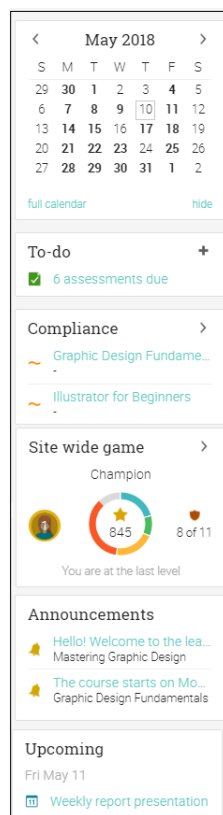
Top right bar

The top right bar displays icons which you can click to access your messages, notifications, calendar, help center, search, and your profile.



Right bar

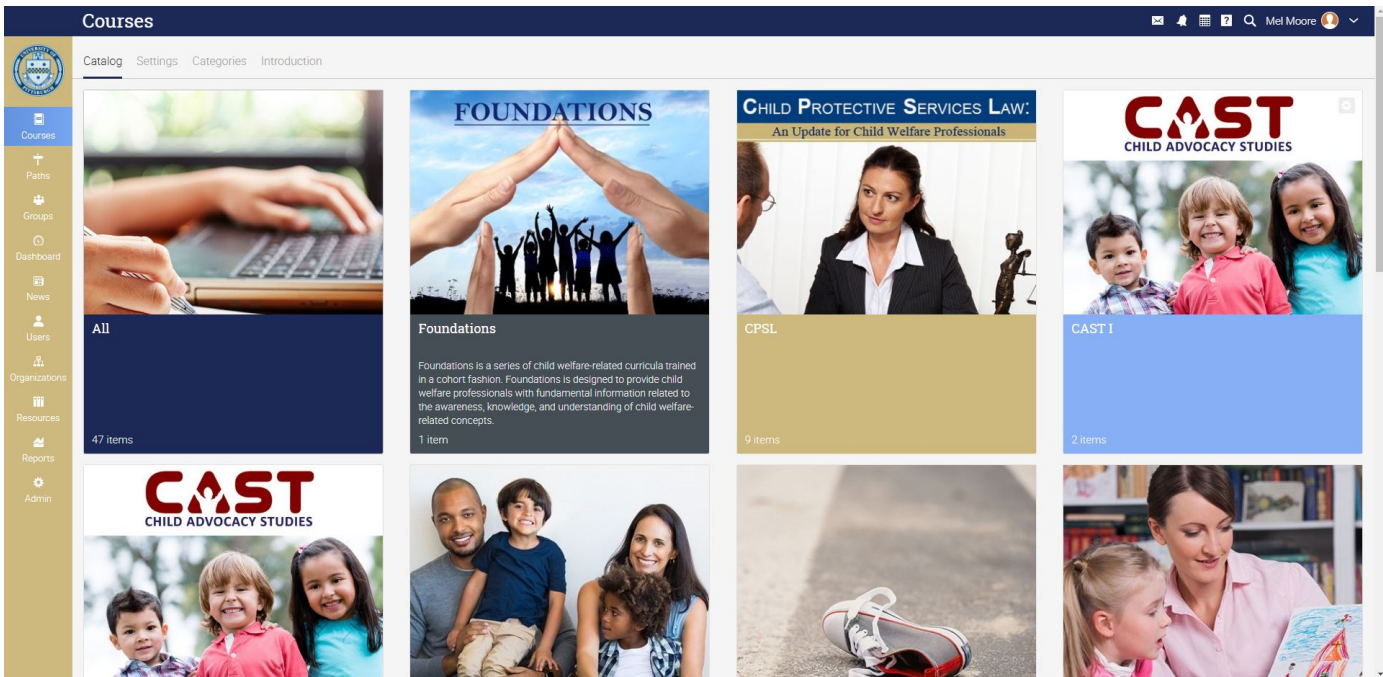
In the right bar, you can find listed the following: calendar, to-do list, announcements, and awards. To see more details, just click on an item.



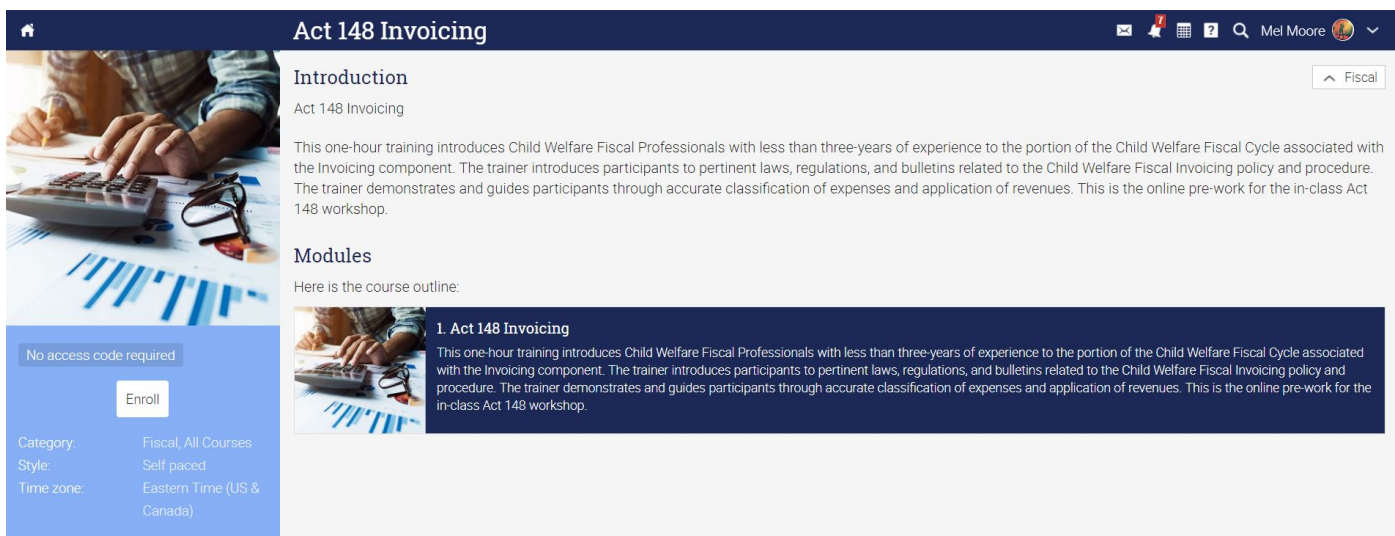
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Enrolling in a course

We would like you to get familiar with how a typical course looks in E-Learn, how to browse a course, explain the main features, and have a look at modules and assessments.



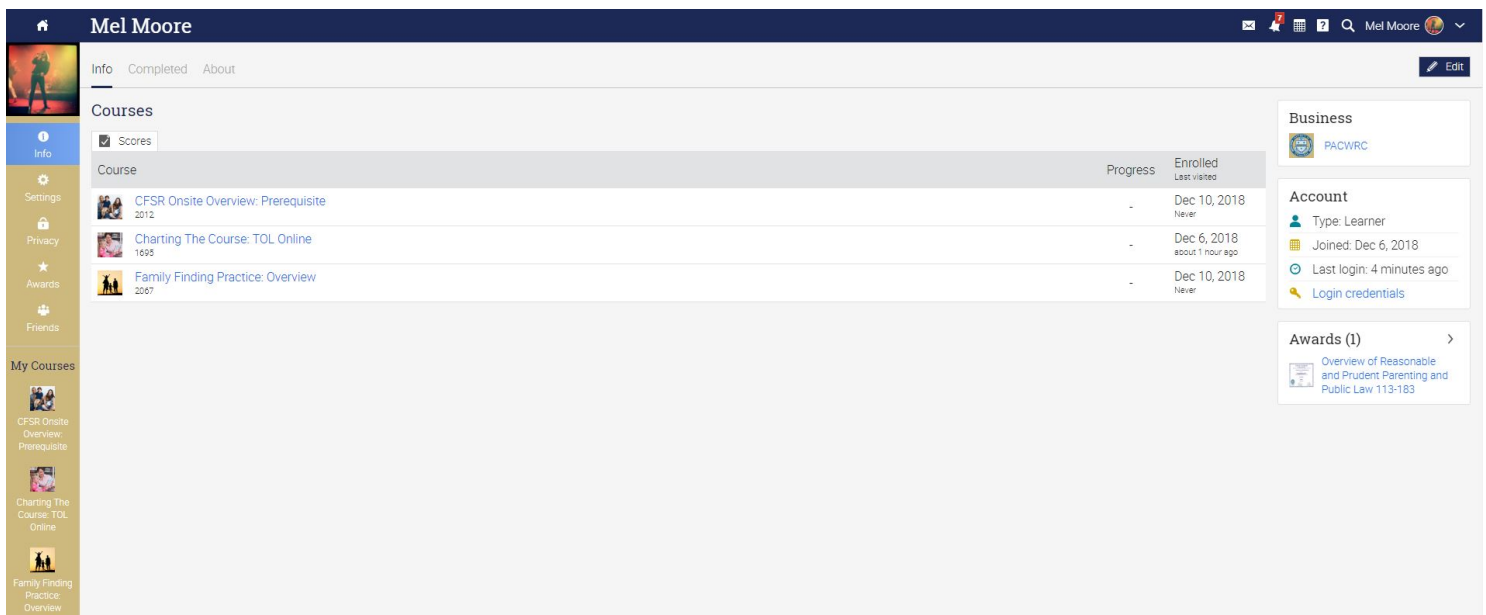
Within the course catalog, you are able to view any course, the description, amount of credits, and enroll. Within the course description, you click on the enroll button.



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Profile

Your profile page contains your basic information, account details, friends, photos, certificates and more. To access your profile, click your name in the top right corner of your screen. If you need to edit your profile, select "Edit" to the right of your window.


A screenshot of a user profile page for 'Mel Moore'. The page has a dark blue header with the user's name and a navigation bar with icons for email, notifications (7), calendar, help, search, and the user's name 'Mel Moore' with a dropdown arrow. The profile page itself has a light gray background. On the left is a vertical sidebar with a profile picture and links for 'Info', 'Settings', 'Privacy', 'Awards', 'Friends', and 'My Courses'. The main content area is titled 'Mel Moore' and has tabs for 'Info', 'Completed', and 'About'. Under the 'Info' tab, there's a 'Courses' section with a 'Scores' toggle. Below this is a table with columns 'Course', 'Progress', and 'Enrolled Last visited'. The table lists three courses: 'CFSR Onsite Overview: Prerequisite' (2012), 'Charting The Course: TOL Online' (1695), and 'Family Finding Practice: Overview' (2007). To the right of the table are three boxes: 'Business' (PACWRC), 'Account' (Type: Learner, Joined: Dec 6, 2018, Last login: 4 minutes ago, Login credentials), and 'Awards (1)' (Overview of Reasonable and Prudent Parenting and Public Law 113-183).

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Your certificate portal can also be found on your profile page. All completed courses with an attached certificate will be available to print, or download. Click on "Awards" and all completed certificates may be accessed. Upon completion of a course, you will be emailed an additional link to access your certificate.

The screenshot shows a user profile for Mel Moore. The top navigation bar includes a home icon, the name 'Mel Moore', and icons for email, notifications (7), calendar, help, search, and a user menu. The left sidebar contains links for Info, Settings, Privacy, Awards (highlighted with a star), Friends, and My Courses. The main content area is titled 'Awards' and states 'This member has 1 awards.' Below this is a thumbnail of a 'Certificate of Completion' for 'CFRSP Onsite Overview: Prerequisite'. To the right of the thumbnail is a small red PDF icon. A green arrow points from the text 'Click PDF icon to view Certificate' to this icon.

Awards
This member has 1 awards.


Overview of Reasonable and 

Click PDF icon to view Certificate

My Courses
CFRSP Onsite Overview: Prerequisite

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Help Center


We don't want you to encounter difficulties when first using the site. You can access the E-Learn Help Center by clicking the  icon in the top right bar. A pop-up box will open with options for choosing the searchable online help, getting started guides, and if the page that you're on has help content, a "Help for this page" option will also appear. Additional questions should be directed to helpcwtp@pitt.edu


Help center

Overview

General


Learners






Help for this page

See the help for the current page.




Online help

Browse the online help or search for specific topics.



Learner help desk

If you're a learner, post your help desk questions here.



Getting started guides

Guides that you can download and print.

A photograph of a young woman with long blonde hair, wearing a light blue button-down shirt. She is smiling and looking down at a laptop screen, which is partially visible at the bottom of the frame. The background is a soft, out-of-focus outdoor setting with trees and a bright sky.