

Find Certification training courses and any electives you've selected

1. On the Home Page click the My Learning tile or click the hamburger menu at the top left and select My Learning.

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	<u></u>		ome Back!	
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	Hi, JOHN! Welco	ome Back!	10	11
5	You are now logged into to the Ci	igna Online Training and Certificat	ion Portal	2
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	🖝 Featured Areas			
	E My Learning	Course Catalog (Electives)	instructor-Led (Events)	Resource Center

2. On the next screen you'll see your assigned Learning Track under "Track Select" at the left. The courses associated with this Learning Track are your required Certification courses and they display to the right.

You can click the dropdown arrow at the top left (Filter by Status) to filter for **Complete** and **Incomplete** courses. Once you make a filter selection at the top left click **Apply Filters** at the top right.

Filter by Status: All	-		Apply Filters Clear Filters
TRACK SELECT: External Field Elective Training	External Field		
	Cigna-Medicare Products and Benefits Overview	Cigna-Medicare Products and Benefits Overview Exam	Our Compliance Program



3. If you select any elective courses under the Course Catalog (Electives), you'll see a category called "Elective Training" at the left. When selected, the elective courses you selected display to the right. If you no longer want to take an elective course, click the icon at the bottom right of the course tile to remove it.

Filter by Status: All Y		Apply Filters	Clear Filters
TRACK SELECT: External Field Elective Training	Elective Training		👪 1 Course 🕚 10 Mir
<b>* †</b>	O 10 Min 1 Module		

4. To take a course, simply click the applicable course and click Launch in the bottom right corner in the next pop up screen.

