UWSOM Resident Training in TalentLMS

Instructions for Residents in Programs Outside of UW

Welcome!

Your UW School of Medicine "Preparation to Teach for Residents" courses are now available via TalentLMS.

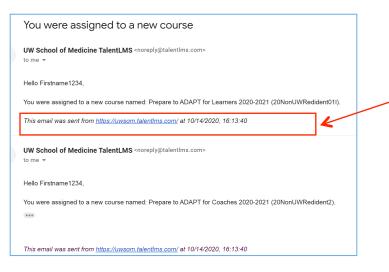
TalentLMS is a learning management system (LMS) used by the School of Medicine to deliver training to faculty and staff.

You will be enrolled in two required courses, "Prepare to Adapt for Learners 2020-2021" and "Prepare to Adapt for Coaches 2020-2021", and a third optional course, "One Minute Preceptor 2020-2021". If you have questions about TalentLMS, please email somaltsupport@uw.edu.

Accessing TalentLMS without a UW Net ID

- 1. When you are enrolled, you will receive a system generated message from "UW School of Medicine TalentLMS".
- 2. To access the TalentLMS login page, click the "Sent from" login link found in the email. You can also access the login page via this link <u>https://uwsom.talentlms.com.</u>
- 3. The email address that received the notice is your username. Use your full email address to login.

An example of an enrollment email - note "Sent from" link

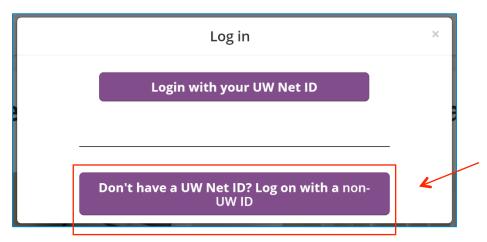


Logging In

1. Visit <u>https://uwsom.talentlms.com</u> and select the **Login** button, which is located in the upper right side of the screen



2. In the Login pop-up message, click "Don't have a UW Net ID? Login with a non-UW ID".



- 3. In the Login screen, enter your email address. The email address that received the enrollment notice is your username. Use your full email address to login.
- 4. Select **"Forgot your password?**" to create your password (if this is your first time logging into TalentLMS). This can also be used if you forget your password in the future.

| Log in | × | |
|--|---|--|
| USERNAME OR EMAIL addiestudent@gmail.com PASSWORD | K | |
| Login | - | |
| Forgot your password? If you have a UW Net ID, click here | | |

5. At the Reset password screen, enter your email address and select the **Send** button.

| Reset password | × | |
|--|---|--|
| Enter your username or email address and we'll email you instructions on how to reset your password addiestudent@gmail.com | | |
| Send | K | |
| Log in with your credentials | | |

- 6. An email will be sent to you from "UW School of Medicine TalentLMS" with instructions on how to reset your password. In the email click "Reset your password".
- 7. In the Reset password screen enter your new password. Then select the **Reset** password button.

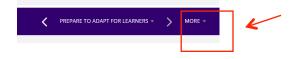
| Reset password | |
|----------------|--|
| Password | Please enter a new password for your account |
| | Reset password |

8. This will bring you to the Log in screen. Enter your email address, password, and select the **Login** button.

| Log in | × | |
|--|---|---|
| USERNAME OR EMAIL addiestudent@gmail.com PASSWORD | | |
| | | K |
| Login | | |
| Forgot your password? If you have a UW Net ID, click here | | |

Logging Off of TalentLMS

- Select the "Logout" icon in the upper right side of the screen .
- To log out while in a course in the upper right side of a page name select "More" From the drop-down menu you can log out.



Begin the Courses

- 1. After you log in, you will see your Learner dashboard. The Learner Dashboard contains a list of courses in which you are enrolled.
- 2. You have been enrolled in "Prepare to Adapt for Learners 2020-2021", "Adapt for Coaches 2020-2021" and "One Minute Preceptor". To start, click a course title to enter the course details page.

| UW Medicine FIRSTNAME1234 LASTNA LI | | | ASTNA LEARNER 👻 MESSA | AGES 👻 H | ELP Search C> | |
|---------------------------------------|---|-------------------------------|-------------------------|----------------------------|---|--|
| Home | | | | | | |
| Search my courses | | | (i) | Solution Name 🗄 🌐 | Ξ | COURSE CATALOG Find new courses |
| 2 courses in progress | O courses not passed | O completed courses | Oh Om training time | O certifications | 2 | PROGRESS Find out how you are doing with your training |
| | UW Medicine Training Prepare to ADAPT for Learners 2020-2021 (2010/01/Web/sent01) | | | ŝ | JOIN GROUP To get access to group courses and discussions | |
| Prepare to ADAPT for | r Coaches 2020-2021 (20Mont | WRedident2) | | 0% | | CALENDAR View current and upcoming events |

3. At the course details page, select the "Start course" button to begin the course.

| UW Medicine | FIRSTNAME1234 LASTNA LEARNER → MESSAGES → HELP Search |
|--------------------------------------|---|
| Home / Prepare to ADAPT for Learners | 2020-2021 (20Non/UNRedident01) |
| \sim | Prepare to ADAPT for Learners 2020-2021 (20NonUWRedident01) |
| | Prepare to ADAPT for Learners – 15 minutes – Required Course |
| | CONTENT |
| Start course | Preparation to Teach for Residents in Programs Outside UW UWSOM Clerkship Policies Objectives Clinical Encounters 2020-2021 Prepare to ADAPT for Learners Prepare to ADAPT for Learners Survey 2020-2021 |
| | COMPLETION RULES |
| | You must complete the units "Preparation to Teach for Residents in Programs Outside UW, Prepare to ADAPT for Learners" Leads to a certification with a duration: Forever |
| | < return to courses |

- 4. Navigating within a course
 - When you finish a page or activity, click "Complete and Continue".
 - To navigate while you are in a course, click the arrows in the upper right side of a page.



• To log out while in a course click "MORE" in the upper right side of a page and select the log out option.



- 5. After reading the "Preparation to Teach for Residents in Programs Outside UW" select the "Complete and continue" button in the lower center of the screen.
- 6. Review the "UWSOM Clerkship Policies Objectives Clinical Encounters 2020-2021", then click the "Complete and continue" button.
- 7. Complete the Online Module.
 - a. At the online module screen, select the "Start" button. The module will launch in a new window.
 - b. After completing the module, exit out of the window. Then select the "**Completed**. Let's continue" button.
- 8. Complete the online survey.
 - a. Select the "Start survey" button at the beginning of survey screen.

Note: Please answer **all** of the survey questions, including the fill in the blank questions. *Enter NA in the fill in the blank questions if they do not apply to you.

- b. After answering the last survey question, select the "**Submit Survey**" button. Once you select the "Summit Survey" button you cannot go back and change a response.
- 9. After you have submitted your survey, a Congratulations message will pop up on the screen
 - You can print your course certificate by selecting the "**Download certificate**" button.
 - You can also return to your Learner dashboard by selecting the "Go to course list" link.
 - You can select the dark outside area of the Congratulations message to close it and return to the current screen where you can log out.

