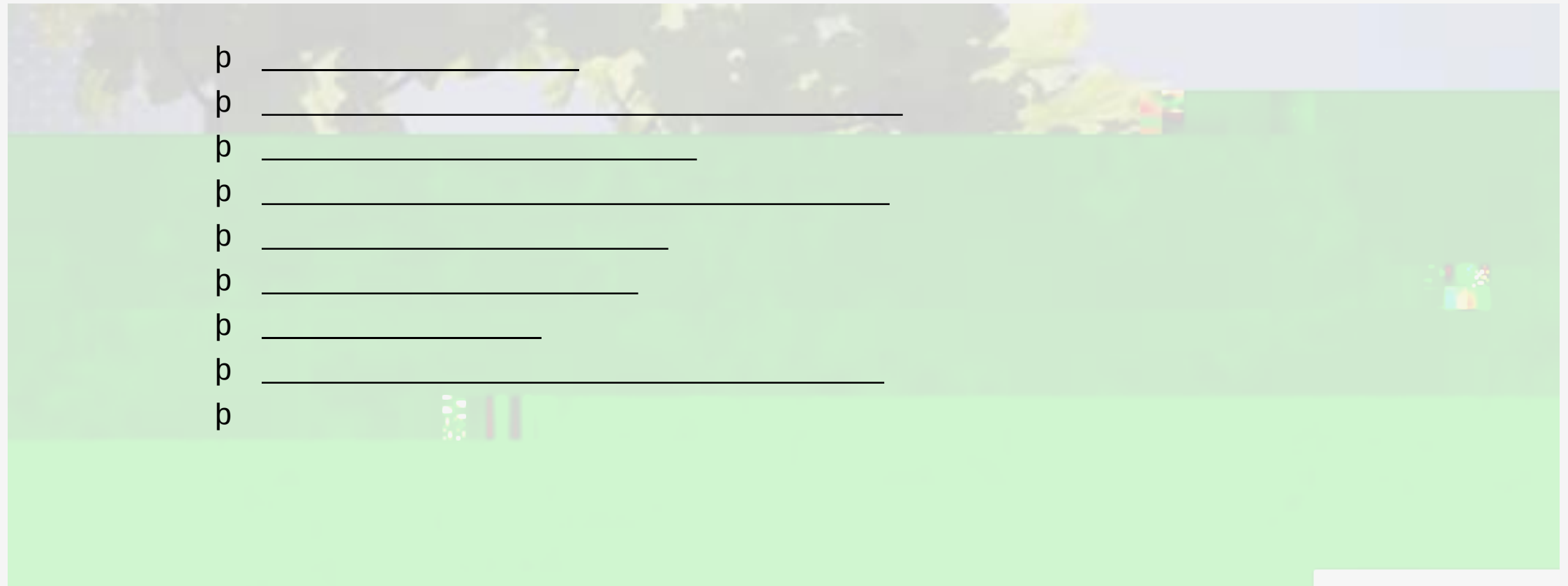


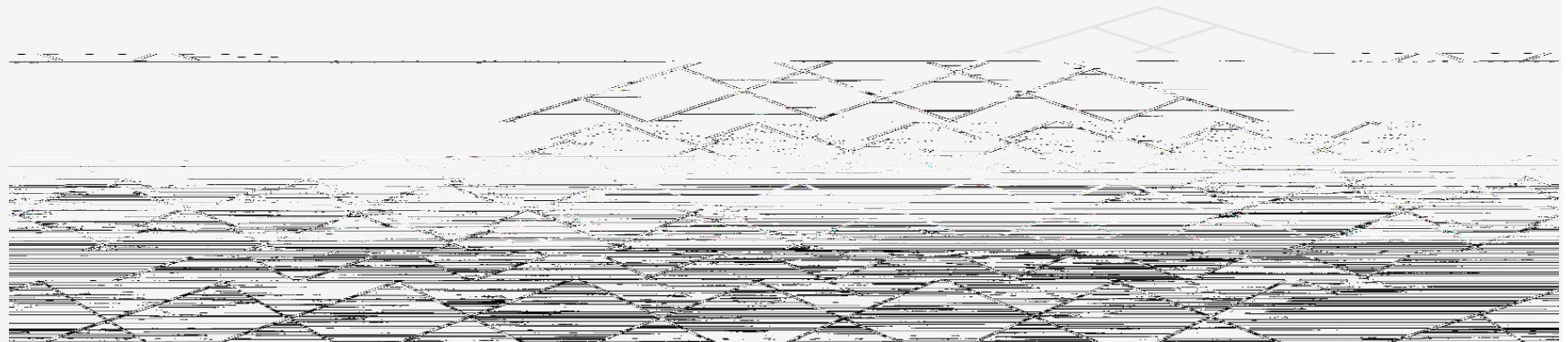
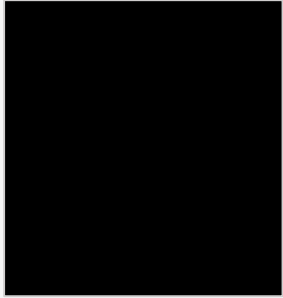
'How to' guide for the Manager using UoRLearn



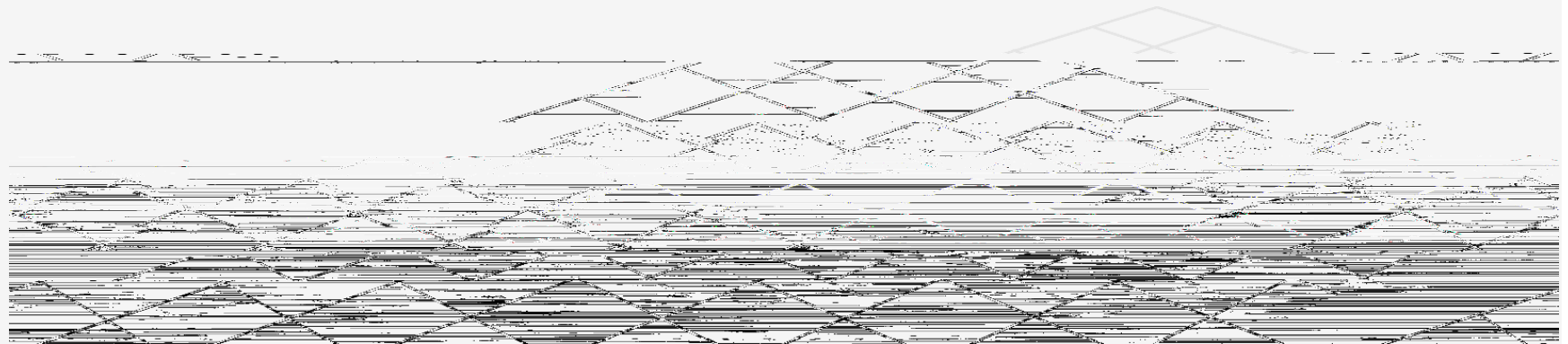
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[illegible]

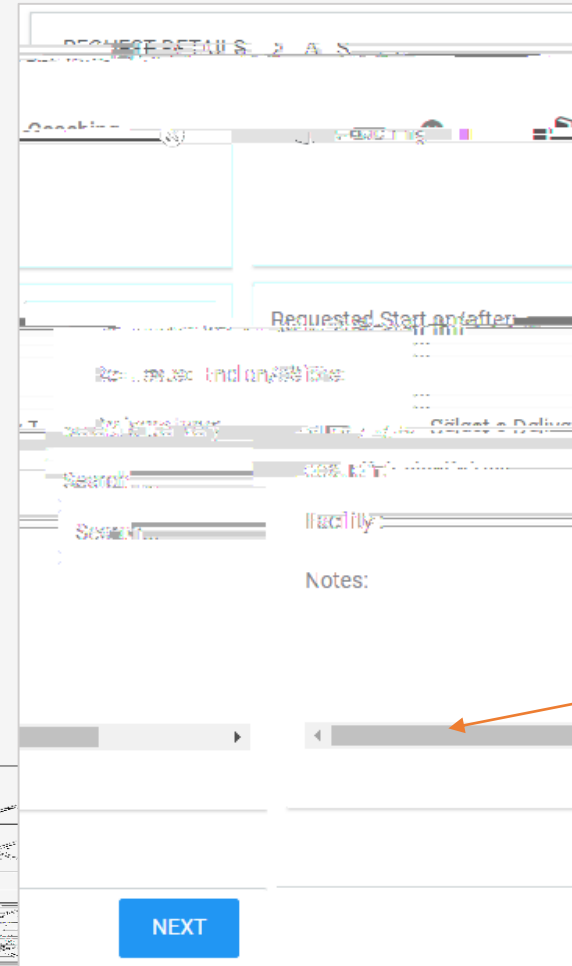
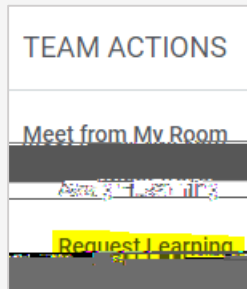
Assign learning to an individual or all of my team



Approve/Reject learning requests

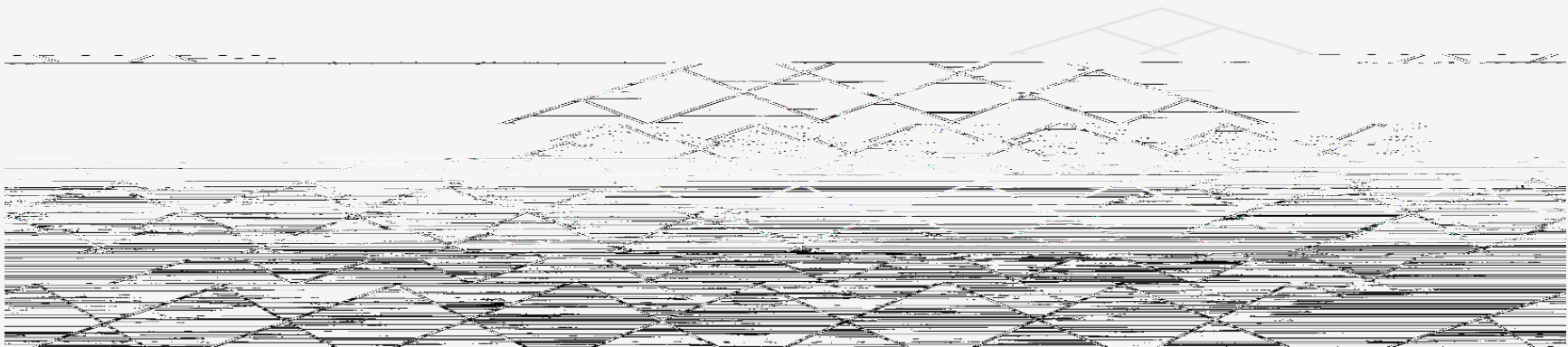


Request Learning for your Team



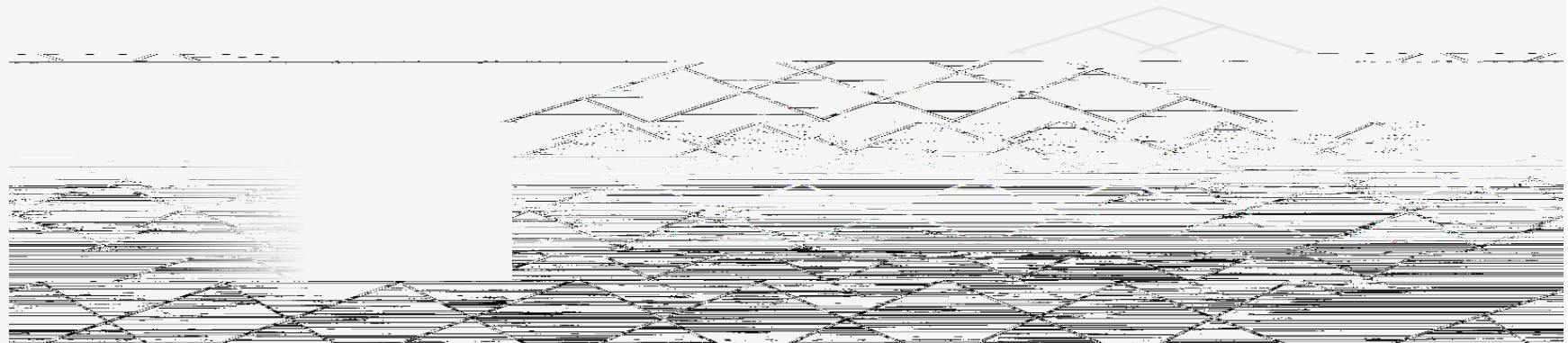
Please note that learners have the ability to 'request learning' themselves through the Catalogue.





Cancel learning that I have assigned for a team member

NAME	UPCOMING	OVERDUE	APPROVAL

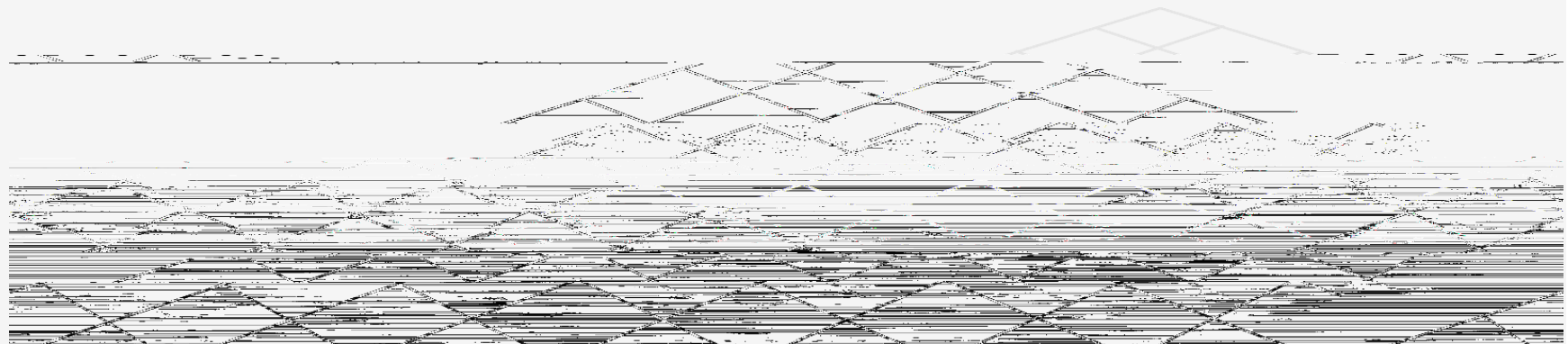


Complete an evaluation for a member of my team



The screenshot shows a web interface titled "Evaluations Dashboard". It features a table with columns: COURSE, LEARNER, AVAILABLE DATE, EXPIRY DATE, ACTIONS, and EVALUATION NAME. The ACTIONS column contains a green button. The EVALUATION NAME column contains a red circle around a link. Below the table, there is a text input field and a "Show" button.

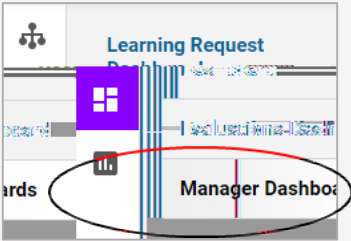
COURSE	LEARNER	AVAILABLE DATE	EXPIRY DATE	ACTIONS	EVALUATION NAME
				Evaluations Dashboard	Evaluations Dashboard



Manager Dashboards

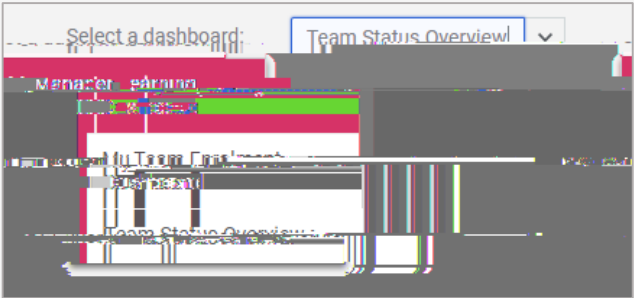


1



Manager Learning Dashboard

2



My Team Enrolment Dashboard

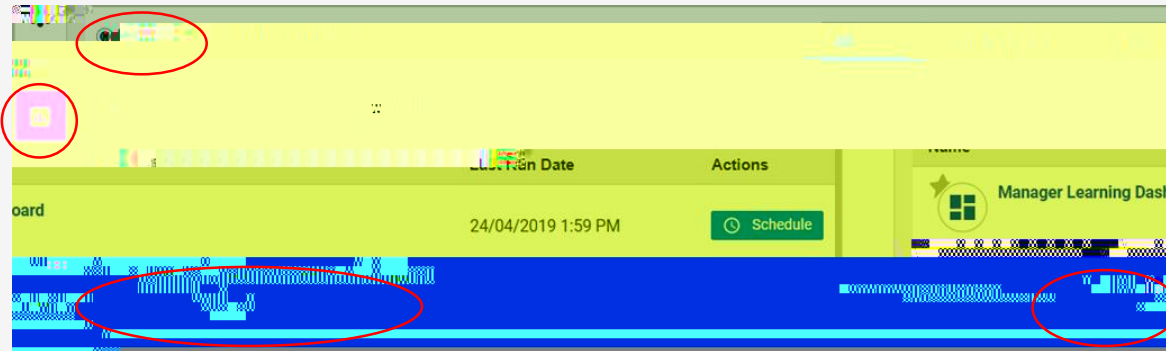
3



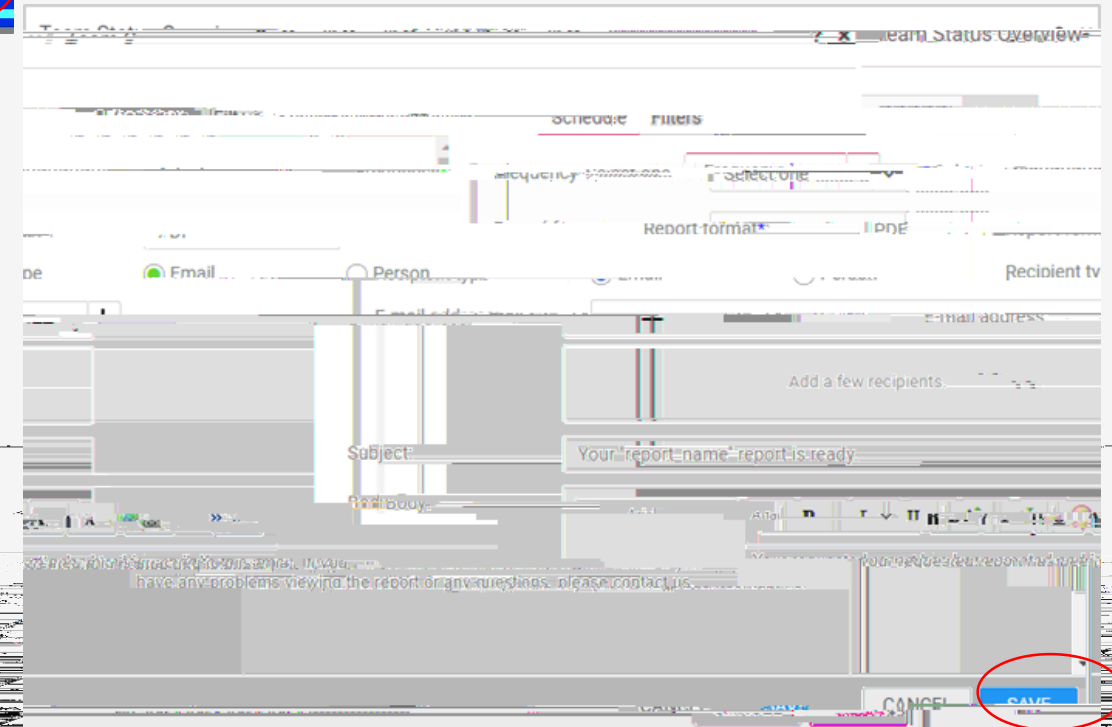
Team Status Overview

Course Activity Status							
Successful	Suspended	Total	Person Full Name	Not Evaluated	Pending Approval	Pending Registration	Rejected
Apple Pip	12	1	1	1	39	3	57
Total	12	1	1	1	39	3	57

Download a report on an individual or my team



2



Schedule a virtual meeting



Meet from My Room

Meeting Topic*

Meeting Description

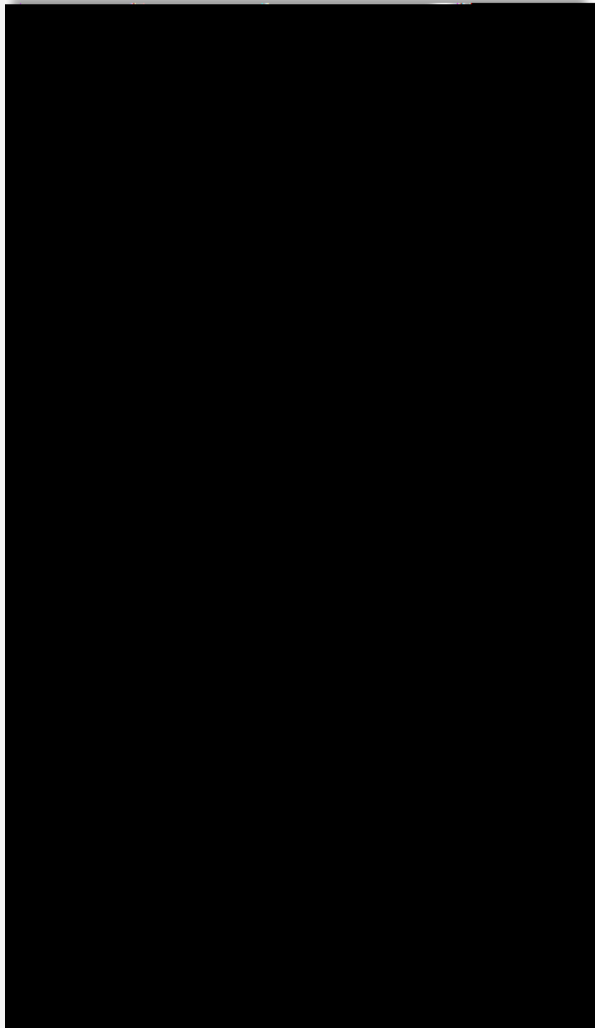
CANCEL MEET NOW

Meeting is already in progress.

Your meeting is already in progress.

Start: End:

View 'My Team' on my mobile



More questions about UoRLearn?

See the Learner quick reference guide: 

[Still stuck? Send an email to:](#)

