

Access OnDemand Courses Already Completed

After you have registered for an OnDemand course through the Lawson Learning Management System (LLMS), you can take that course over and over again, even if you selected the “completed training” option when exiting the course. You can access the course through your ‘Active Training List’ under ‘Current Registrations’ on the Lawson Learning home page, or by navigating to your ‘Completed Registrations’ list and launching it from there.

To access OnDemand courses you have completed follow the steps below.

1. Select the ‘More’ link from the home page of the LLMS. You must have at least one current registration for this link to appear.

Items you added as favorites, including categories, documents, activities, collaboration centers, and more.

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Current Registration
List of learning activity structures for which you are registered.

	Activity Name	Start Date
→	OnDemand Course: 8.0.3 - 8.1 Technology Differences	
→	OnDemand Course: 8.0.3 Release: HR Suite Differences	
→	OnDemand Course: Application Maintenance Toolset	
→	OnDemand Course: Application Maintenance Toolset, 9.x	
→	OnDemand Course: Asset Management, 8.1 Remote Application Lab	

(More...)

Click the More... link.

2. The ‘More’ link will take you to your “Training Schedule” page where you can view and manage active and past training.

Training Schedule
This is a list of learning activity structures for which you are registered. To view individual learning activities, go to the current activities view.

Search: [Help](#)

Task:

View:

	Name	Region	Start Date	End	
<input type="checkbox"/>	OnDemand Course: 8.0.3 - 8.1 Technology Differences				
<input type="checkbox"/>	OnDemand Course: 8.0.3 Release: HR Suite Differences - WBT				Registered
<input type="checkbox"/>	OnDemand Course: Application Maintenance Toolset, 8.x and 9.x - WBT				Registered
<input type="checkbox"/>	OnDemand Course: Application Maintenance Toolset, 9.x - WBT				Registered
<input type="checkbox"/>	OnDemand Course: Asset Management, 8.1 Remote Application Lab				Registered

Click Completed registrations.

3. Use the 'View' drop-down box on the right hand side of the page to go to 'Completed Registrations.' You will be able to view all the OnDemand courses you have completed and start them again whenever you would like. No additional charges will apply.

Training Schedule
This is a list of learning activity structures for which you are registered. To view individual learning activities, go to the current activities view.

Search: [Help](#)

View:

- Current registrations
- Current registrations
- Completed registrations**
- Current activities
- Upcoming activities
- Completed activities
- Canceled activities
- Calendar
- Waiting list or pending approval

Task:

1 2 3 NEXT >

Click the green launch icon to start the course.

			Region	Start Date	End	
<input type="checkbox"/>		OnDemand				Registered
<input type="checkbox"/>		OnDemand Course: <u>8.0.3 Release: HR Suite Differences - WBT</u>				Registered
<input type="checkbox"/>		OnDemand Course: <u>Application Maintenance Toolset, 8.x and 9.x - WBT</u>				Registered
<input type="checkbox"/>		OnDemand Course: <u>Application Maintenance Toolset, 9.x - WBT</u>				Registered
<input type="checkbox"/>		OnDemand Course: <u>Asset Management, 8.1 Remote Application Lab</u>				Registered

Click the green launch button to launch the OnDemand course you want.

If you still have questions or need more detail, send an e-mail to Lawson Learning at lawsonlearning@lawson.com.