

HRST Training

Introduction

IntellectAbility has built training on a variety of topics into the HRST application. This allows users to access and/or repeat training any time based on their schedule.

Accessing the In-app Training

The In-app Training can be accessed by logging into the HRST and clicking on the gold mortarboard (graduation cap) icon in the top right corner of the message center.



Or from the User Details page by clicking on the green tab labeled Trainings.



Utilizing the In-app Training

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Once in the training area you will see the courses available to you. Choose a topic and click on the green Start button. Follow the prompts to complete the training.

You can stop the training at any time and return later. The green button with say Resume instead of start. Clicking the Resume button well start the training at the point where you left off.

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Once you finish a training it will move to the Complete Courses area, so you have a record of all the courses you have completed. You can print a certificate of completion from this section. You can repeat the course at anytime by clicking on the green circle to the left of the topic.

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You can then click on the green Repeat button to restart the training.