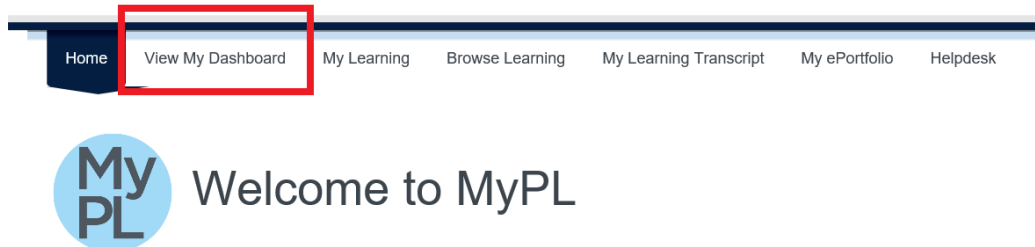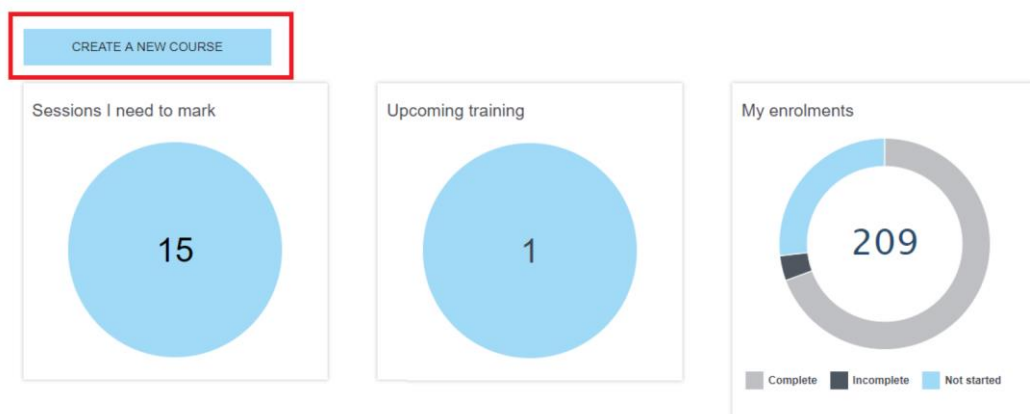# My Dashboard – Learning Author

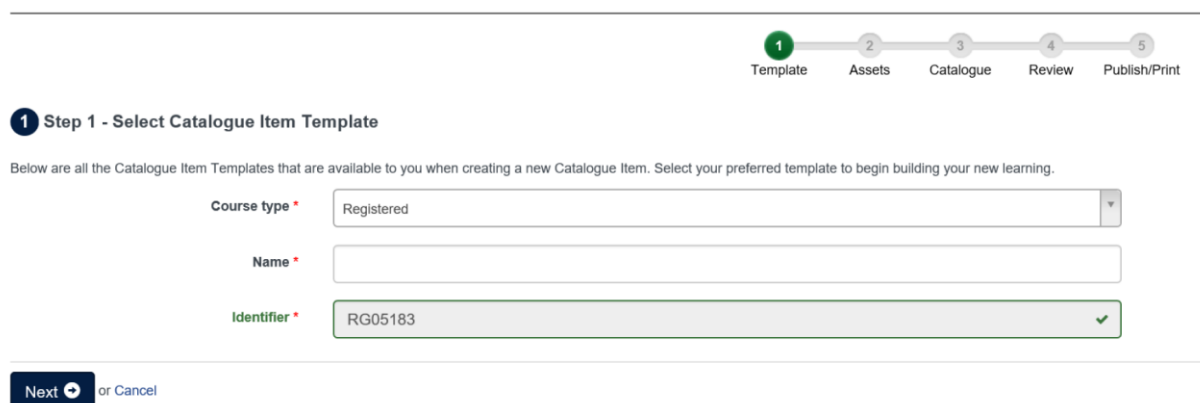This reference guide describes how to navigate My Dashboard for Learning Authors.

Home   View My Dashboard   My Learning   Browse Learning   My Learning Transcript   My ePortfolio   Helpdesk

Welcome to MyPL

Select **CREATE A NEW COURSE** to launch the Add Learning Wizard if you are authoring a new course.

CREATE A NEW COURSE

Sessions I need to mark	Upcoming training	My enrolments
15	1	209

Complete   Incomplete   Not started

Add Learning

1 Template   2 Assets   3 Catalogue   4 Review   5 Publish/Print

1 Step 1 - Select Catalogue Item Template

Below are all the Catalogue Item Templates that are available to you when creating a new Catalogue Item. Select your preferred template to begin building your new learning.
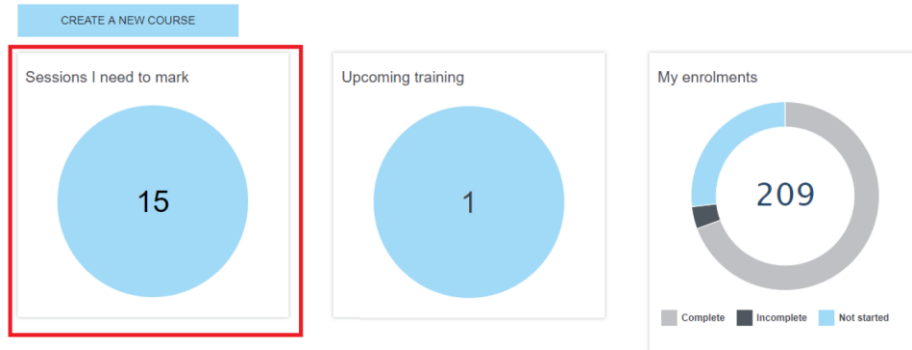
Course type *   Registered

Name *

Identifier *   RG05183

Next ➡   or Cancel

Select **Session I need to mark** to view sessions where attendance needs to be finalised.

Manage Sessions

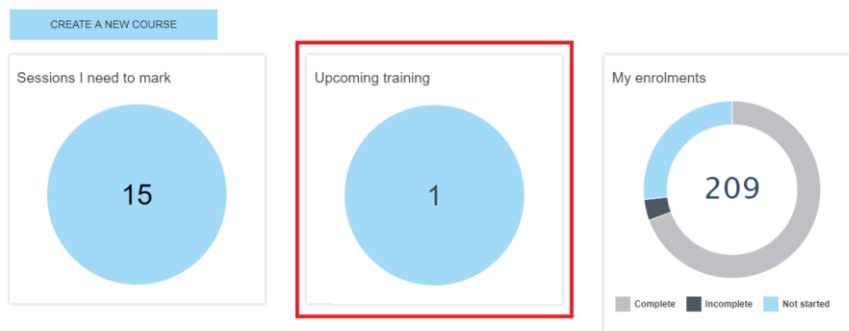Add Learning Event   Add Session

Search for Learning Event Sessions

↻ Restore your previous search

Published (1)	Completed (39)	Setup (0)

Start date and time ▼	Location	Learning Event Name	Session Name	Attendees	Actions
29/01/2019 9:00 AM	Grays Point Public School...	Reflecting on a lesson - Quality Teaching to support the Australian Standards for Teachers	Reflecting on a lesson - Quality Teaching to support the Australian Standards for Teachers 79	Attended(1), Attending(8), Did Not Attend(0)	👁 ✏ 👤 📋

Click here to mark attendance

To view courses you are scheduled to participate in, select **Upcoming training**.

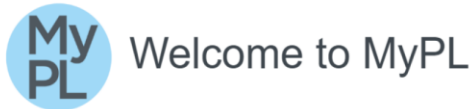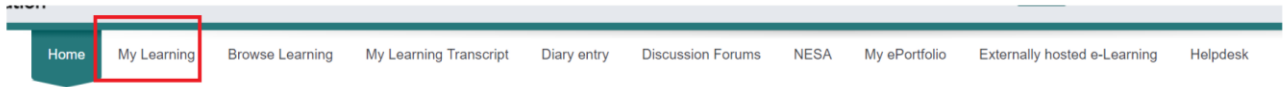**My Upcoming Training**   ✕

Session Name	Location	Start Date	
iOTF6 'More In Us Than We Know' Lindfield Learning Village	Lindfield Learning Village, 100 Eton Road, Lindfield, NSW, 2070, AU	17/08/2019	

⏮ ◀ 1 ▶ ⏭   10 ▼ items per page   1 - 1 of 1 items
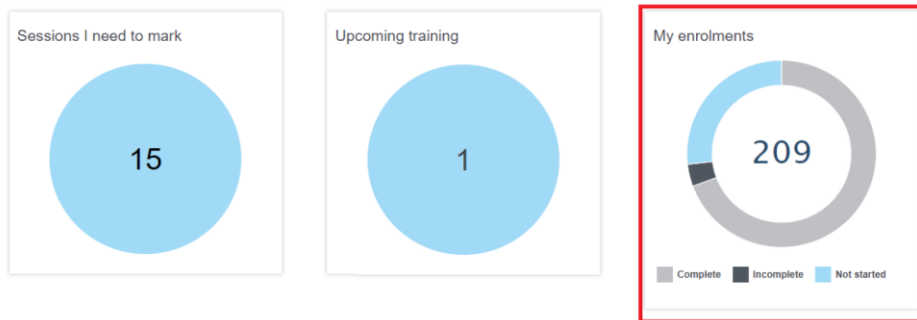
Close

Go to the **My Learning** menu item in the MyPL **Home** to view more details of your training e.g. start time, end time, specific training instructions, and attached documents.
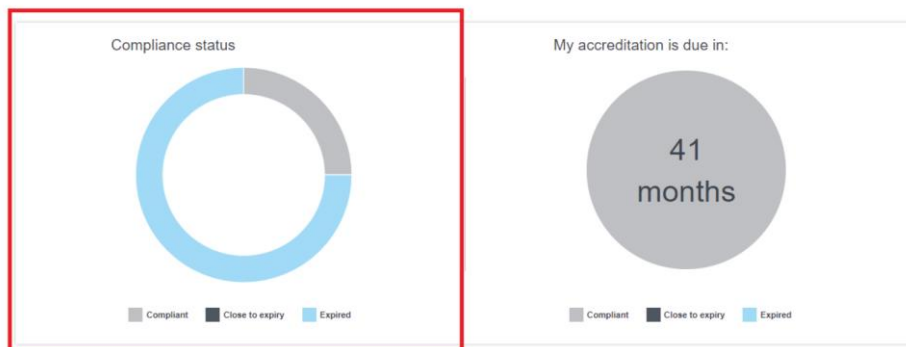

Selecting **My enrolments** will give you a list of your enrolments in the following groupings:
- Complete
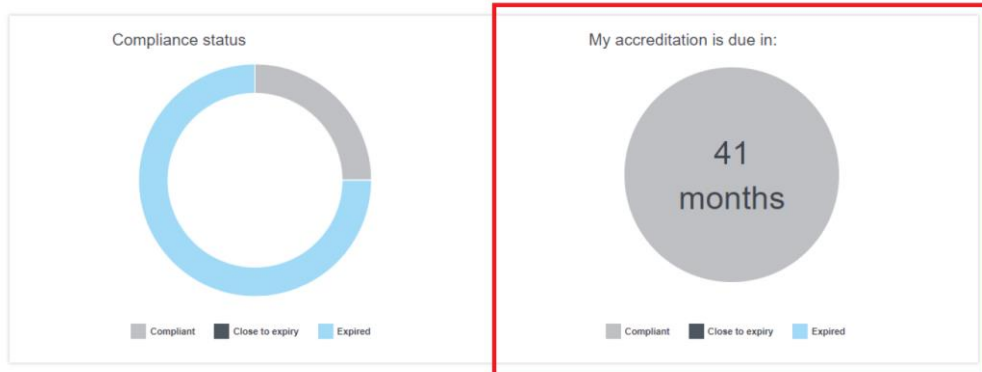- Incomplete
- Not started

Selecting **Compliance status** will give you a list your mandatory training status:
- Compliant
- Close to expiry
- Expired

Selecting **Accreditation status** will give you a list of your NESA accreditation status:

- Compliant
- Close to expiry
- Expired

In the above example, the user has 41 months before maintenance of accreditation is due.

News and announcements

Find out the latest

Quick Links

🔍 Creating inclusive professional learning – Disability awareness for managers

🔍 Creating inclusive professional learning – Disability awareness for all employees

🔍 Best Start Kindergarten Assessment e-learning

🔍 CESE Publications: Online Registered Courses

Registered Online Learning

📖 Mandatory child protection training 2019 Department of Education staff

📖 Mandatory child protection training 2018 Department of Education staff

📖 Mandatory child protection training for corporate staff 2018

📖 Corruption Prevention for Public Schools eLearning course

📖 Corruption Prevention for Corporate Staff eLearning course

Popular workshops

August 27, 2019
Scout for Teachers - Workshop

September 26, 2019
Year End Management - All Schools

September 9, 2019
Youth in Distress: Managing Suicidality and Self-Harm

Find out the latest takes you back to the original MyPL landing page.

Quick Links displays all enrolment links for MyPL courses currently being promoted.

The **Registered Online Learning** displays enrolment links to compliance courses hosted in MyPL.

Popular workshops displays the enrolment links to the most popular courses currently hosted in MyPL.