



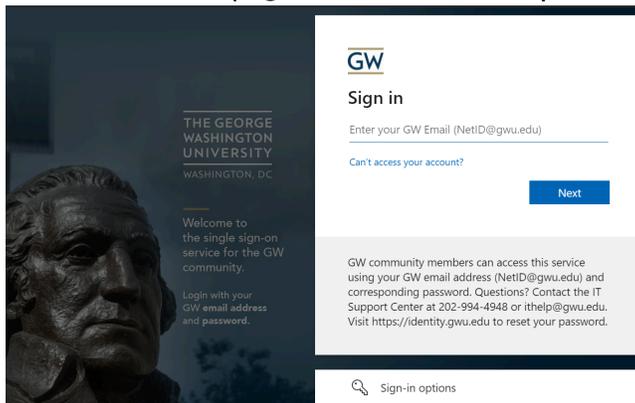
**TALENT
@GW**

Accessing Learning Content

This guide provides instructions on accessing learning content in Talent@GW. Talent@GW is accessible from anywhere that has an internet connection. Please contact tag_learning@gwu.edu should you have any questions.

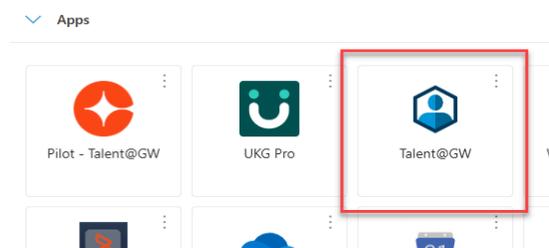
To access Talent@GW:

1. Use the following URL: go.gwu.edu/talentatgw to access the website. Enter your GW credentials (@gwu.edu email and password) if prompted.



OR

2. Go to [My Apps](#) and select the Talent@GW app.



3. Use the search box in the upper right corner of the screen to find available courses by keyword or course title.

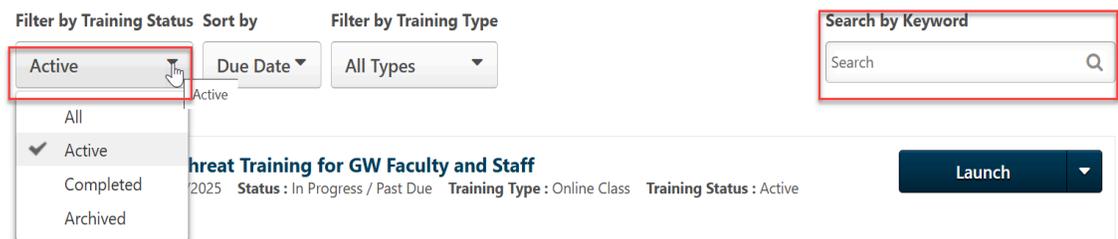


OR

From the navigation bar go to **Learning>View Your Transcript** to access training that has already been assigned.



4. On your transcript, there are four options from the drop-down menu: **All**, **Active**, **Completed**, and **Archived**. There is also a **Search by Keyword** option.

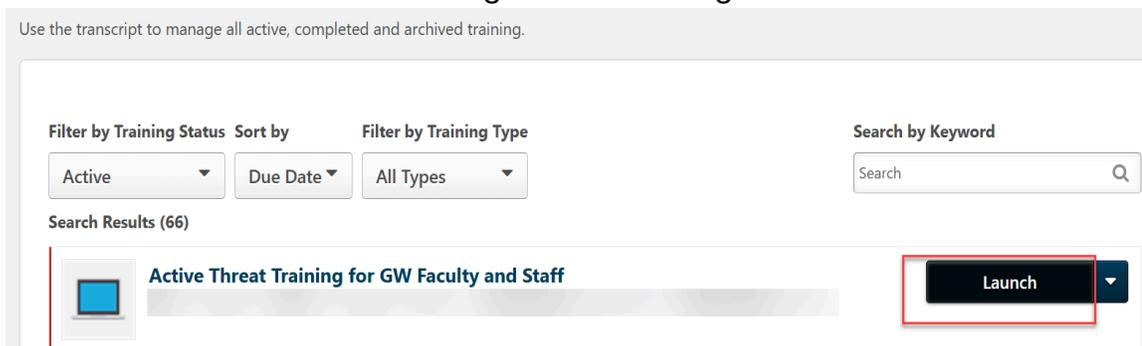


Select a status from the drop-down menu before searching for a training title.

Note: Training titles will only appear if they are on the menu selected (e.g., if the **Completed** section is selected, you will not search the courses in the **Active** section).

Launching Course:

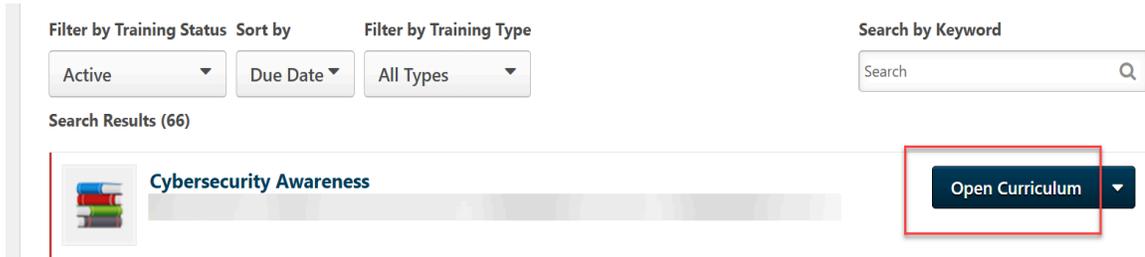
1. Use the **Search by Keyword** feature to the top right of your transcript to locate your training (if needed).
2. Select the **Launch** button to the right of the training title.



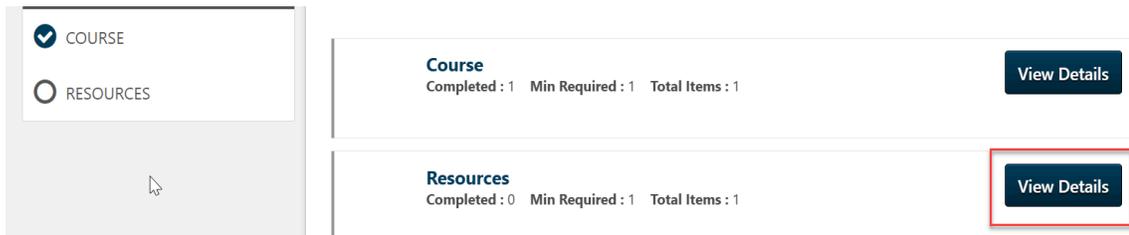
3. Your course will open in a pop-up window.

Launching Curriculum:

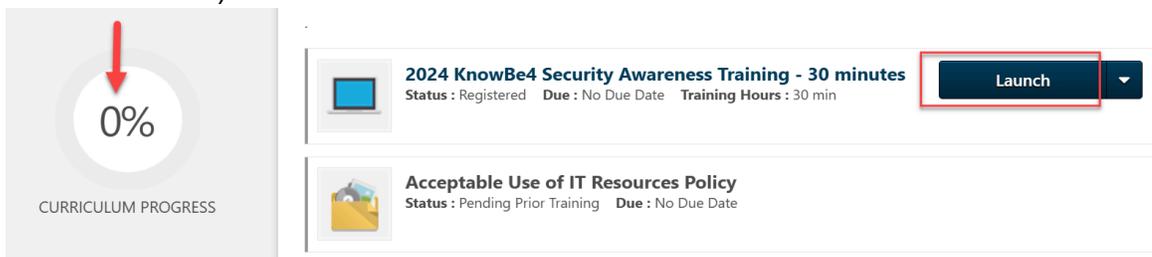
1. Use the search feature on the right side of the transcript to find your training (if needed).
2. Once the training is identified, select the **Open Curriculum** to the right of the training title.



3. Some curricula may have subsections, if so, select **View Details** to see the section content.

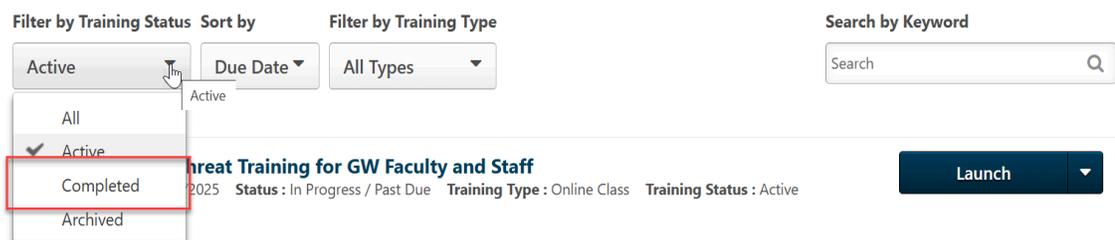


4. Select the **Launch** button to the right of the training title. Your course will open in another window. (The curriculum is complete when the **Curriculum Progress** wheel is 100%.)

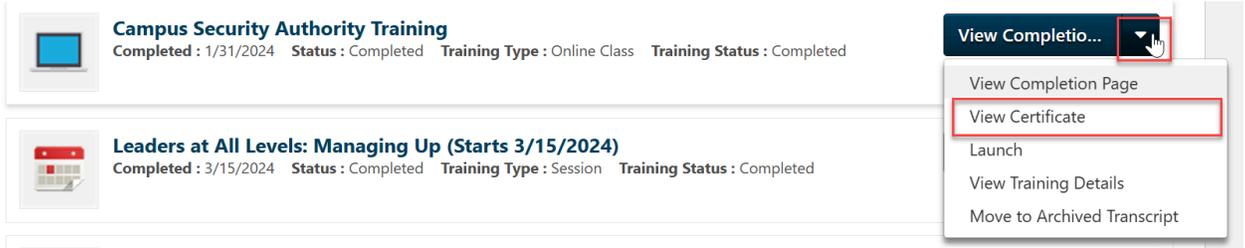


Checking Completion Status and/or Accessing Certificates of Completion:

1. From the transcript drop-down menu, change the **Active** button to **Completed** and search for the desired course.



- For a certificate of completion, go to the right of the training title and select the drop down menu next to the **View Completion Page** button. Then select the “View Certificate” option.



- Select other options to view additional information about the course completion.