



Valdosta State University Skillport User Guide for 2020 Annual Compliance Training

Finding Skillport & Logging in

To access VSU Skillport,

- Skillport uses VSU Single-sign on. If you are not already logged into **MyVSU**, the program will redirect you to do so.
- Go to: <http://valdosta.skillport.com>



Sign in with your organizational account

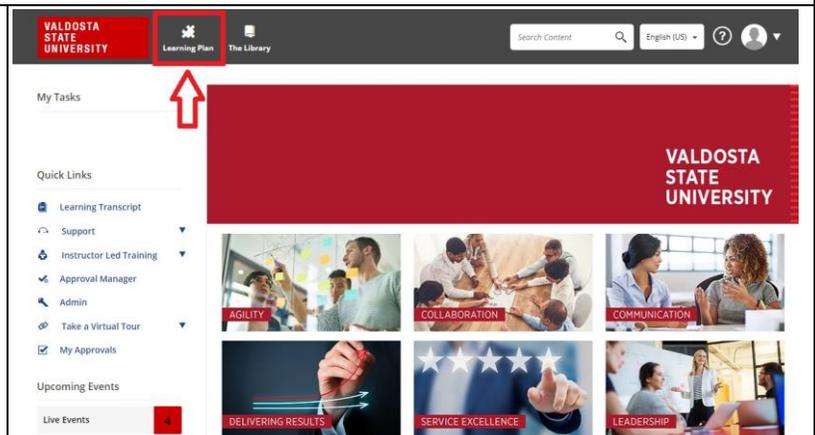
SIGN IN

[Forgot your password?](#)

VSU Skillport Home Page Navigation

To access the VSU Compliance Learning Plan,

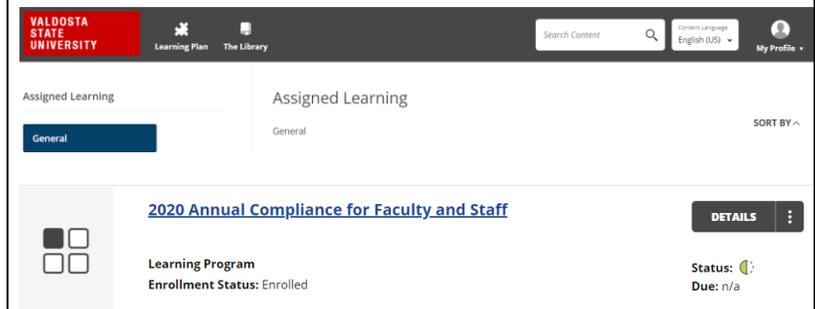
Click **“Learning Plan”** at the top of the page.



Inside of the **“Learning Plan”** window, you can see all courses either assigned to you (*Assigned Learning*) or yourself (*Personal Learning*).

Click on the **2020 Annual Compliance for Faculty and Staff** course to start training.

**Please note:* training titles may vary depending on your employee status.





Course Navigation

Once inside of the **2020 Annual Compliance** course, you will see all of the required modules under the *Table of Contents*.

These modules will need to be viewed in their entirety and the quiz questions answered for course completion.

2020 Annual Compliance for Faculty and Staff
You must take all items in this set

- [USG Ethics for Compliance Training](#)
Status
[Details](#) [Launch](#) [More Actions](#)
- [FERPA for Compliance Training 2020](#)
By: Justin Arrington
Status
[Details](#) [Launch](#) [More Actions](#)
- [Title IX Compliance Training](#)
By: Dr. Maggie J. Viverette
Status
[Details](#) [Launch](#) [More Actions](#)
- [Motor Vehicle Policy for Annual Compliance](#)
Status
[Details](#) [Launch](#) [More Actions](#)

To launch a module, expand the course by clicking on **“Launch.”**

[USG Ethics for Compliance Training](#)
Status
[Details](#) [Launch](#) [More Actions](#)

Navigational options will be available throughout the course.



On the left side is the **menu panel**, where you can check your completion status, open the table of contents to find each topic section, or find more resources regarding the lesson.

You will navigate through the course with the **“Next”** and **“Back”** buttons at the bottom.

The double arrow icon means that you can move to the next topic.

Once you have reached the end of the course module, click on **“Course Test”** found in the menu panel, to gain access to the ending quiz item(s).

Skillssoft Course Player - Google Chrome
https://cclibrary.skillsport.com/custom/publisherprod/gvvaldosta/web/Content/ria/RIA_V3_L1123/index_tablet.html?lang=en&AIACC_URL=https://3AN2P%2Fsvop80cbe.skillsport...

Menu

- Completion Status
- Table of Contents**
- Course Test
- Resources
- About
- General Settings
- Take the Tour
- Help

Title IX Regulations & Preventing Harassment

Sexual Discrimination and Title IX

Topic Type: Instruction
Approximate Duration: 10 minutes
You have not taken a test for this topic.

Learning Objective:
After completing this topic, you should be able to:

- recognize examples of sexual discrimination in higher educational settings

This topic covers the following points:

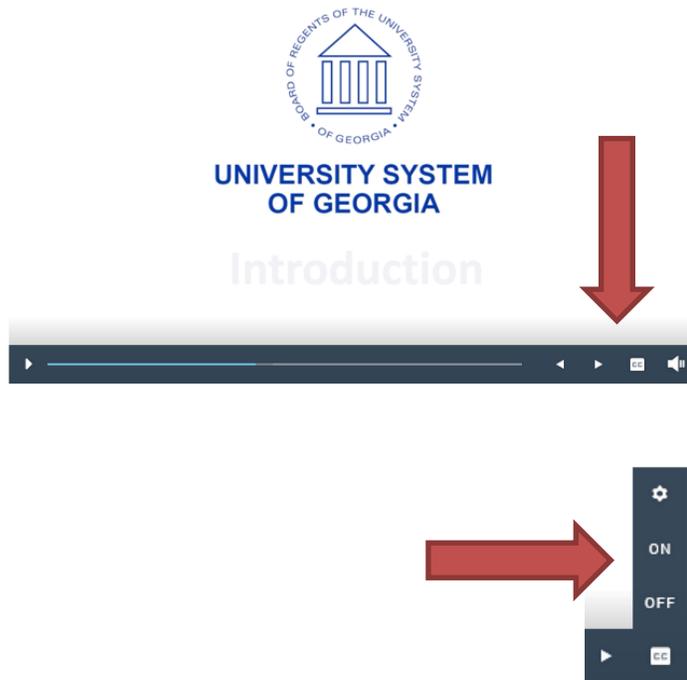
- Discrimination, harassment, and violence
- Title IX and gender discrimination
- Summary

Skillssoft

« Back - Next »

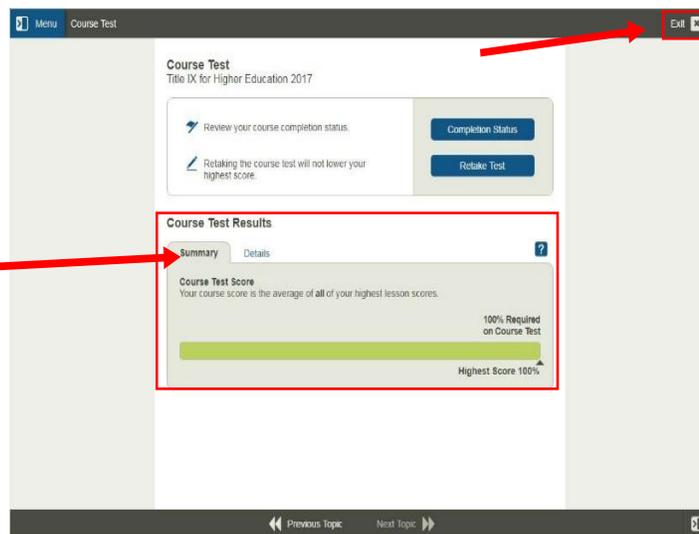
You have an option to turn on captioning (subtitles) to read along as well as audio.

Click on CC, click ON and you will see the words on the bottom of the screen.



Once completed, be sure to close the window browser by selecting “Exit” at the top right. Failure to do so could result in Skillport not recording your completion.

Note: When you complete the quiz, a summary will appear and provide you an update of your status.





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Technical Support

Skillport customer support consultants are ready to answer your request 24 hours a day, 7 days a week should you experience any difficulty or technical problems

You can contact support through the **Quick Links** tab, by phone at **1-866-SKIL-HELP**, or by email at **support@skillssoft.com**.

Additionally, Skillport offers a [comprehensive web accessible knowledge base](#) containing documentation and support for all Skillssoft products.

Search Content

Quick Links

- Learning Transcript
- My Approvals
- Support
- Help
- Live Help
- Technical Support
- About

Skillssoft
Skillport 8i Learner Help

Contents

- Welcome to Skillport 8i Learner Help
- Getting Started
- Web Accessibility
- Manage Your Learning
- Learning Assets and Asset Viewers
- Additional Features
- Skillport Mobile
- Skillssoft Learning App
- Additional Resources

Welcome to Skillport 8i Learner Help

New and enhanced Skillport 8i Search with type-ahead functionality! See [What's New](#).

Getting Started in Skillport 8i Learner

- Navigate Skillport Learner
- The Home Page
- The Learning Plan
- The Library Page