

Lynda to LinkedIn Learning Update

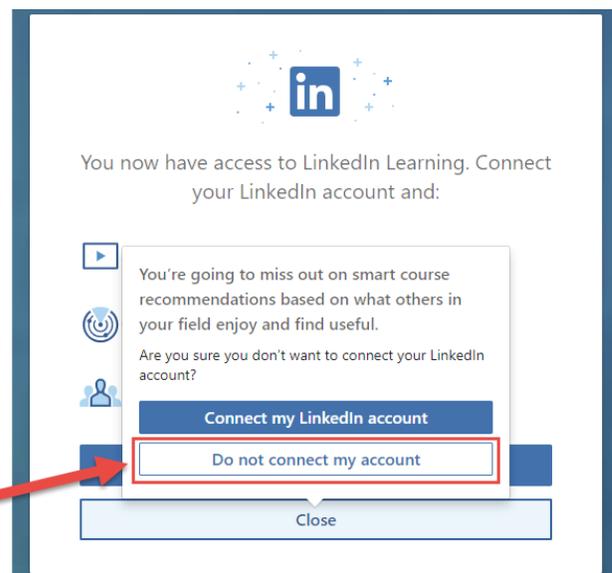
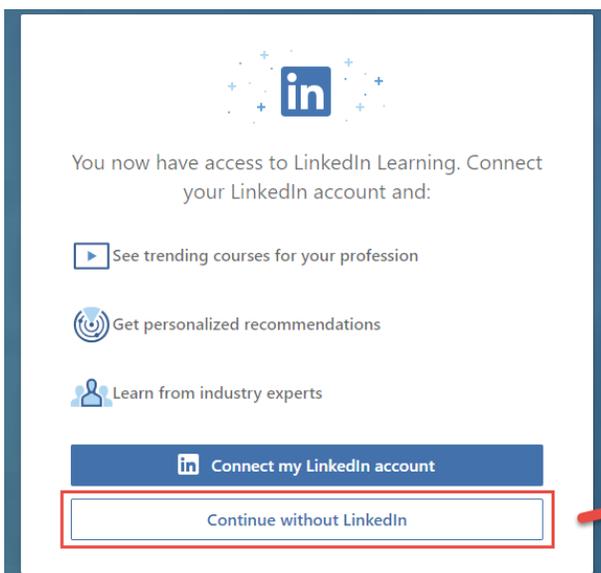
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Lynda.com was purchased by LinkedIn and has now been rebranded as LinkedIn Learning – all Lynda.com courses in the Employee Development Center are now under LinkedIn Learning. The courses all have the same functionality and content – just with LinkedIn Learning’s systems instead of Lynda.

First Course Launch

1. When first launching a LinkedIn Learning course, you have the option to connect with a personal LinkedIn profile. This allows you to access recommendations based on your LinkedIn profile, however, it is optional. To skip this, click the **Continue without LinkedIn** option and confirm by clicking the **Do not connect my account** option after that.

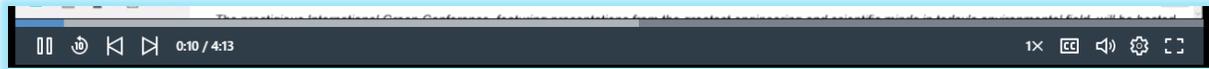


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2. Once the option to connect to an existing LinkedIn profile has been done or skipped, the course will load – this option only appears the first time any LinkedIn Learning course is opened. You can opt to connect with a LinkedIn profile at any time.

Playing Courses

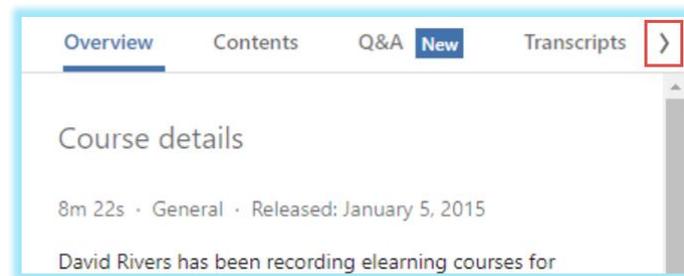
1. There are a few differences between the Lynda.com and LinkedIn player, but the features remain the same. The course video is now shown on the left side and the course details are displayed on the right side, with tabs at the top to view additional information on the course. Courses have typical controls at the bottom of the video.



2. The blue bar above the icons can be clicked and dragged to move to a specific spot in the video – there are also several controls available.

- a.  This will rewind the video 10 seconds.
- b.  The forward/back icons to jump to the next/previous sections in the course.
- c.  The speed icon controls how fast the video plays back.
- d.  Turns closed captioning on or off for the video.
- e.  Volume controls for the video.
- f.  Controls video settings such as resolution auto play.
- g.  Toggles full screen off and on for the video.

3. The tabs to the right of the video at the top of the page are used to display additional information about the course that is playing.

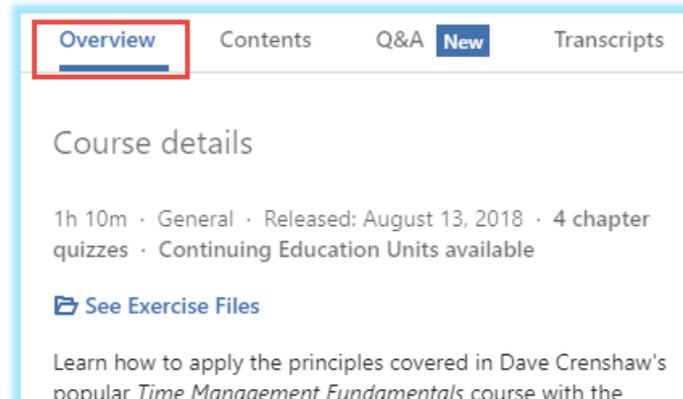


4. Use the arrow to the right of the tabs to view additional tabs.
5. Following is a summary of each tab.

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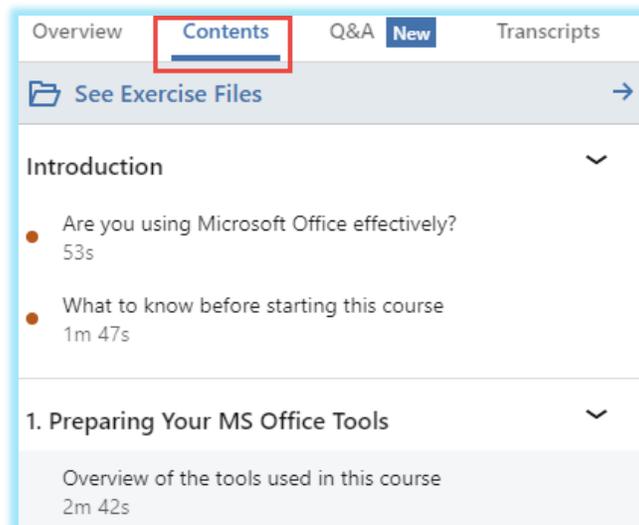
Overview

1. This is course description information, in addition to course statistics and recommendations. If there are exercise files with the course, there will be a “See Exercise Files” link here.



Contents

1. Lists each section of the course. Also has a link to the course’s Exercise Files if applicable. Click a section to jump straight to that section – once a section has been viewed, an orange/red dot will appear to the left of a section.



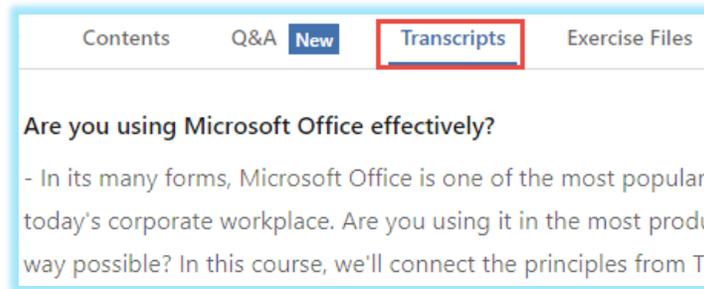
Q & A

1. Lists questions and answers from the community about the course. This is only available if the LinkedIn Learning profile is linked to a standard LinkedIn profile.

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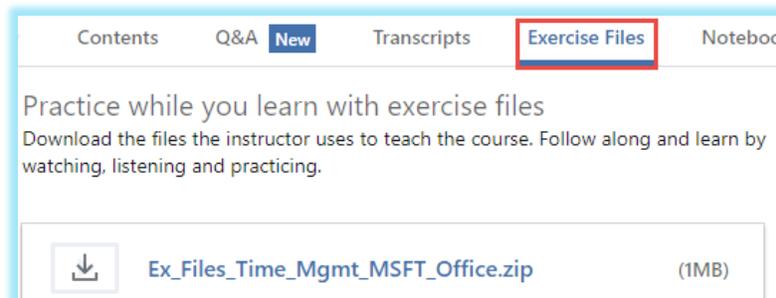
Transcript

1. This is a transcript of the audio for the course. Click a part of the transcript to jump to that section in the video.



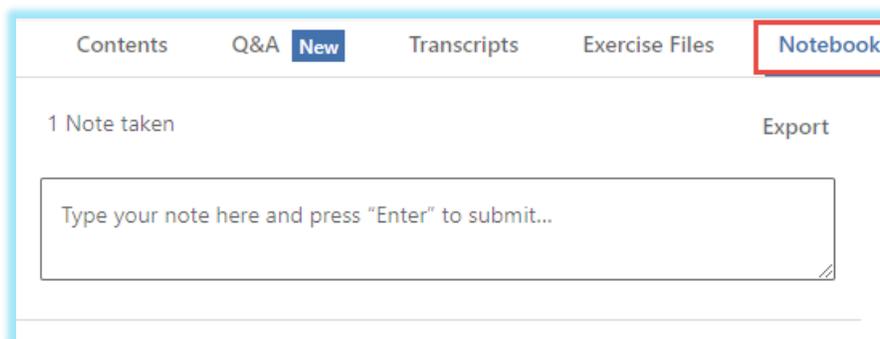
Exercise Files

1. Lists all exercise files the course uses – click a file name to download it. Not all courses have exercise files.



Notebook

1. This can be used to take notes on the course for your personal use – this will save the position in the course the note was created at and can serve as a bookmark. These notes are only saved under this tab and not used elsewhere – use the Export button to save them as a text file on your computer.



Troubleshooting

Course Not Reporting Completed

1. LinkedIn Learning courses should mark themselves as complete once all sections in the course have been viewed.

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2. If a section is not showing up as viewed despite being watched, click the section and jump to a few seconds before the end using the playback bar at the bottom of the video and let it finish – when the section is finished it should mark it as viewed with a small red dot and jump to the next section automatically.
3. If a course does not report completed even after all sections are showing up as viewed, an admin can manually mark the course completed as normal – contact your agency’s training admins or the LINK help desk at as.linkhelp@nebraska.gov to have this done.

Course Playback Issues

1. These courses playback using HTML5 when available, so a current up-to-date web browser is recommended, such as Google Chrome, Mozilla Firefox, or Internet Explorer version 11. Additionally, these courses are hosted on LinkedIn Learning’s website, so internet connections need to be able to get through to the <https://www.linkedin.com/learning/> domain.
2. If the course does not open at all, makes sure a pop-up blocker isn’t preventing the training window opening. If the course opens but does not play (you see a gray box where the video should be), settings on the computer are preventing the content are loading. Try another web browser like Google Chrome, or add the LinkedIn Learning site to the trusted sites list in Internet Explorer. For additional information on this or other technical support, reach out to the LINK help desk at as.linkhelp@nebraska.gov.

LINK Help Desk Contact Information

The LINK Help Desk provides assistance for the following programs:

- The Employee Work Center
- The Employee Development Center

Email: as.linkhelp@nebraska.gov

Phone: 402.471.6234