



Resources

October 2010

For students with access to The Learning Center.

Does not apply to HP employees.

Visit us on HP.com
[HP ExpertONE](#)

Need help using or accessing The Learning Center?

Visit the [Assist Kit](#) on hp.com

Find the right training.

Train & certify and The Learning Center offer two ways to find training.

Train & certify Directory.

Under 'Find Learning' click 'Curriculum, certifications and courses'. Then select from the learning directory by job role and technology.

The Learning Center – Advanced Search.

For best results always use Advanced Search and follow the steps outlined on this card.

Pre-designed learning plans.

When you select a pre-designed curriculum, or learning plan, HP guides you course-by-course to build your skills. Learning plans are designed in three paths: Find these paths in the Directory or Advanced Search.

- Getting Started
- Building Knowledge
- Certification

All search terms are in US English.

Steps to search the catalog.

- 1. Access 'Train & certify'.** Under 'Find Learning' click 'Curriculum, certifications and courses'. Select from the directory and you will be taken into The Learning Center. If you don't find what you are looking for go to Step 2.
- 2. Access 'Train & certify' and click the link 'Access The Learning Center'.** Once you are in The Learning Center, click Advanced Search. For best results, always use Advanced Search.
- 3. With Advanced Search, select Courses, Offerings, Certifications or Curriculum.** The Learning Center defaults to Offerings (an instance of a course). If you are searching for a certification exam, select Courses.
- 4. Two ways to search:**
 - 1. Search criteria.** Use the 'Pickers' or enter free text for your search criteria. Check the Start Date. Click Configure to view your search selections. Click 'Search'.
 - 2. Wildcard search.** Select Courses, Offerings, Certifications or Curricula. In the Title field, type the percent sign before and after a search term. For example; %Blades%. Your search results will display all learning elements with Blades in the Title.

Q&A

Q. How do I find the training for a certification exam?

A. If you know the exam code, click Advanced Search, select Courses and enter the exam code in the ID field. If you know the certification name, click Advanced Search, click Certifications and enter the certification name in the Title field. If you are not sure, use the Wildcard search feature.

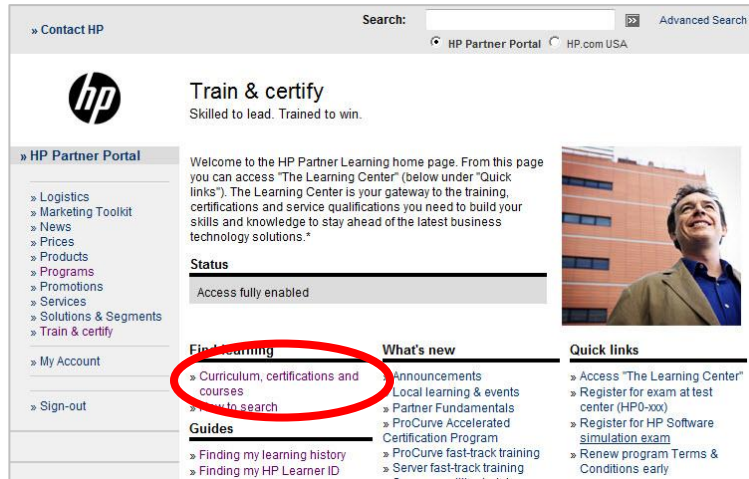
Q. I need to get familiar with HP Networking products today! Where do I start?

A. Start with Train & certify. Click 'Curriculum, certifications and courses'. Select by job role and technology. The links will take you into The Learning Center. If you need a standalone course, enter The Learning Center, click Advanced Search and select the specific criteria you need.

Q. What are curricula, learning plans or learning paths?

A. HP has pre-designed learning plans, or curricula, that take you course by course to reach a specific learning achievement.

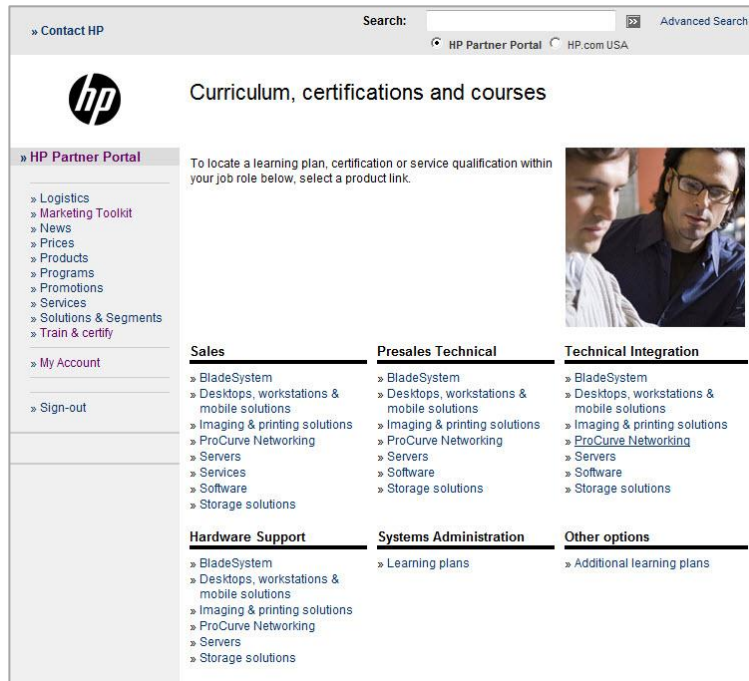
[See the following pages for details.](#)



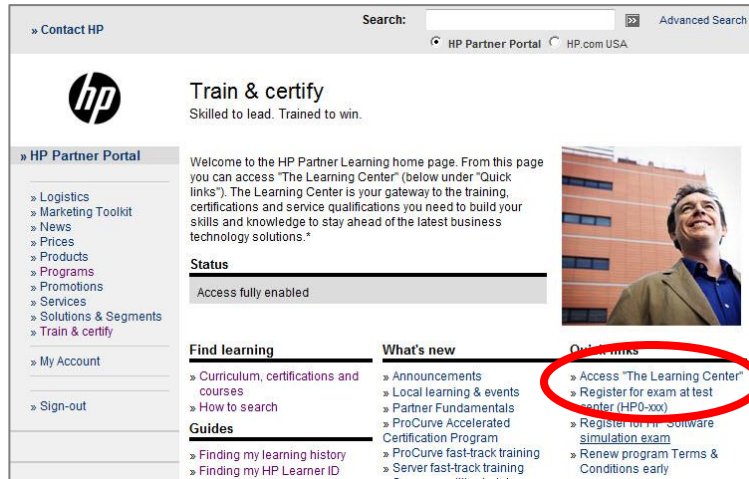
Step 1: Train & Certify-

Access Train & certify and click 'Curriculum, certifications and courses.'

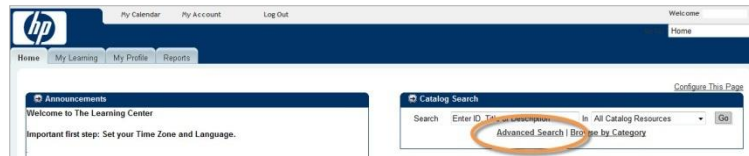
- View the course catalog directory
- Select by job role and technology
- View available certifications, courses and learning plans (curricula)
- Your selection will take you into The Learning Center



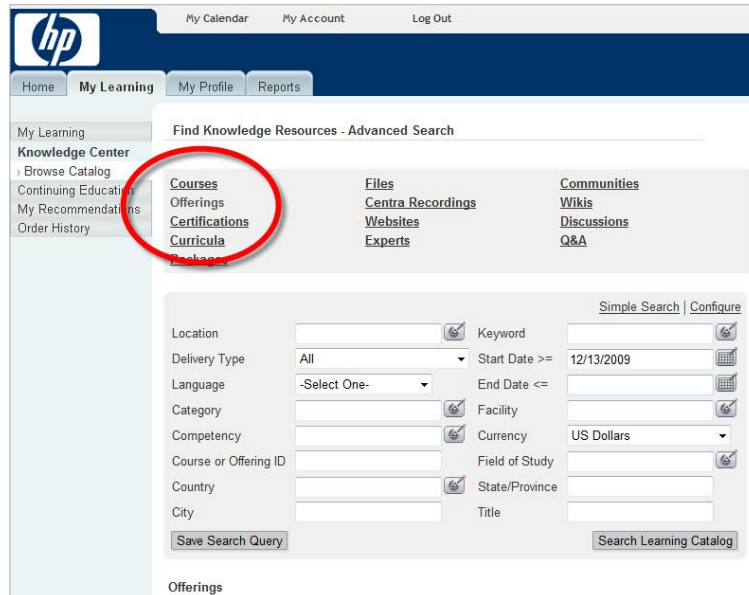
The 'Curriculum, certifications and courses' directory on Train & certify



Step 2: Access The Learning Center

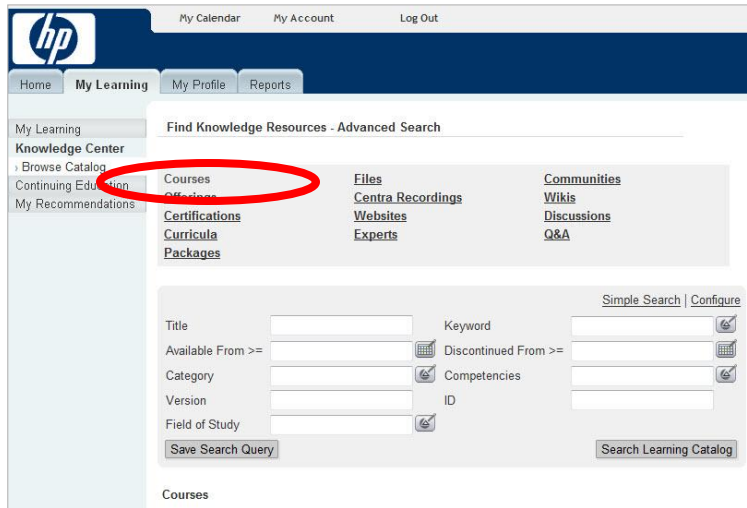


In The Learning Center, click **Advanced Search**
For best results, always use Advanced Search



Step 3: Select Courses, Offerings, Certifications or Curricula

- The system defaults to 'Offerings' (an instance of a course).
- If you are searching for a certification exam, select Courses.

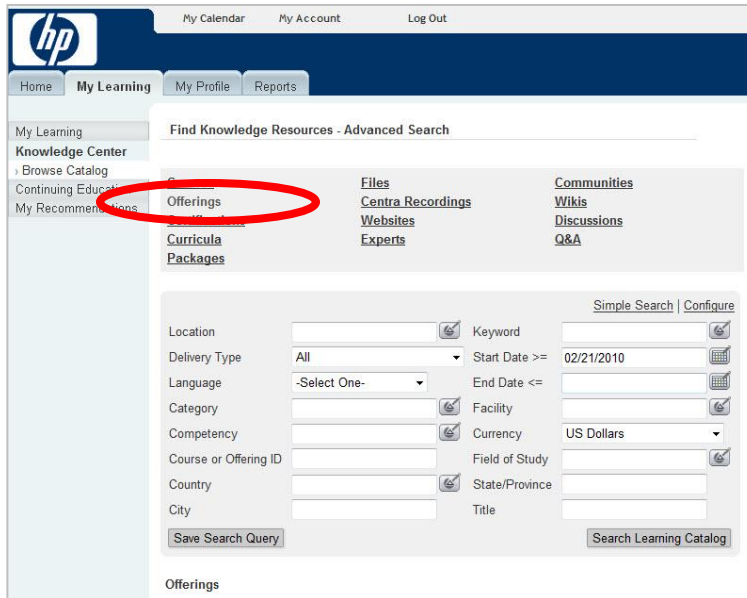


Step 4: Search The Learning Center catalog.

- Search criteria options change by selection: Courses, Offerings, Certifications or Curricula.

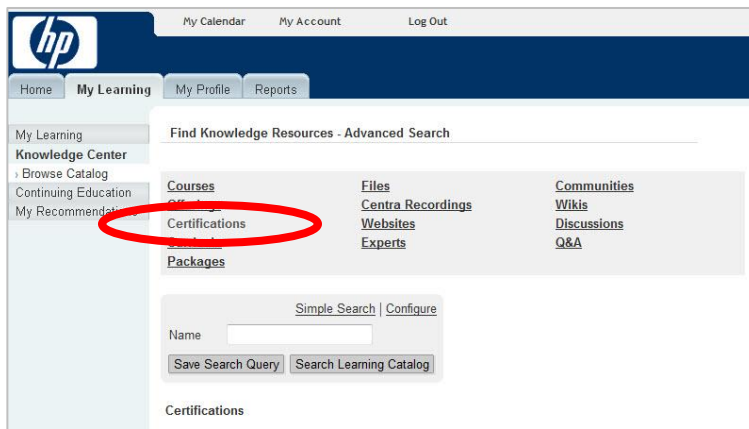
Select Courses to view courses and exams.

- Use the pickers for free text fields or type a wildcard keyword in the Title. For example %Blades%.



Select Offerings to view an instance of a course.

- Enter your search criteria to find the offering of a course at a convenient location and date. Check the Start Date.



Select Certifications to view certification learning plans

- Enter the certification Name. For example, ASE – HP ProLiant ML/DL/SL Servers
- Enter a space before and after the hyphen.