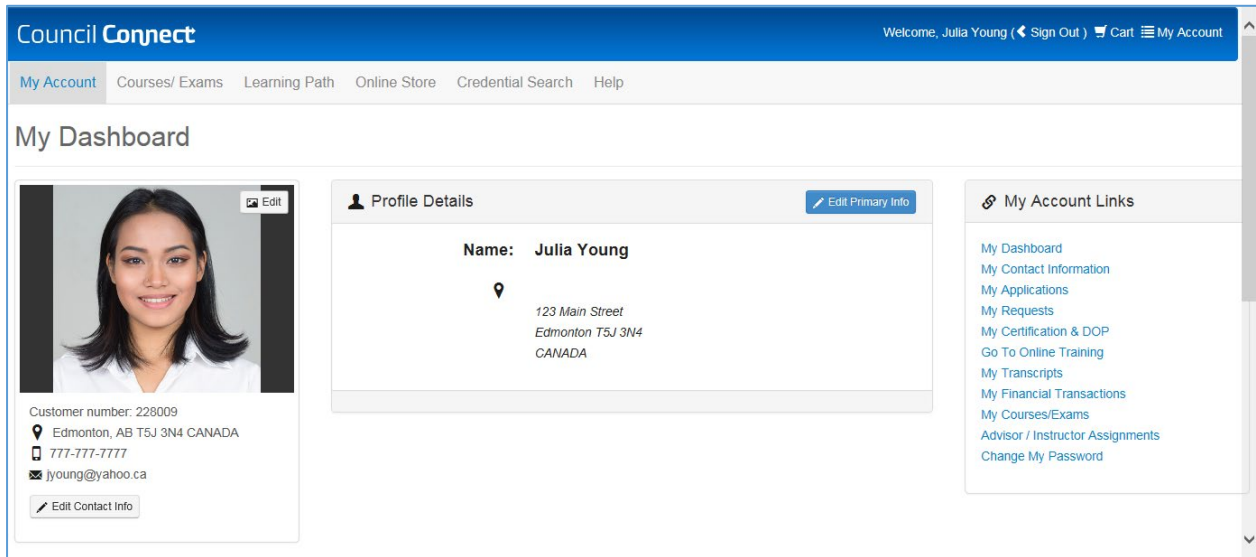


View Learning Path

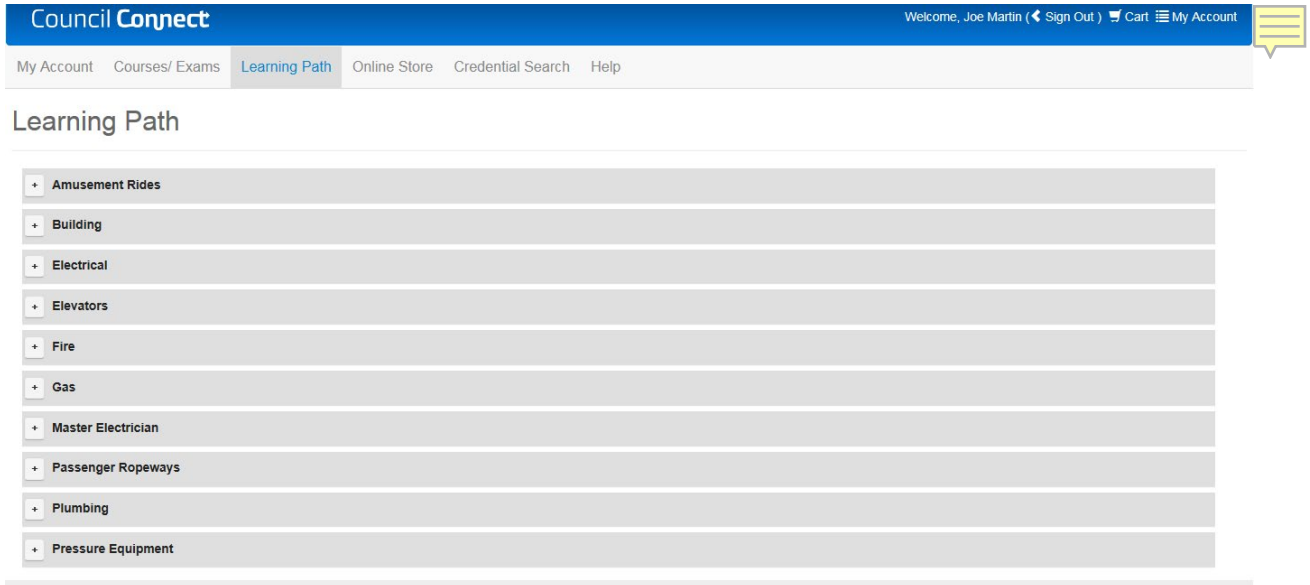
This tutorial walks you through the steps to use the Learning Path to view and register for courses and exams related to any certification discipline you want to obtain. In this example, the applicant is applying for certification in the Building: Residential discipline and level.

View Learning Path



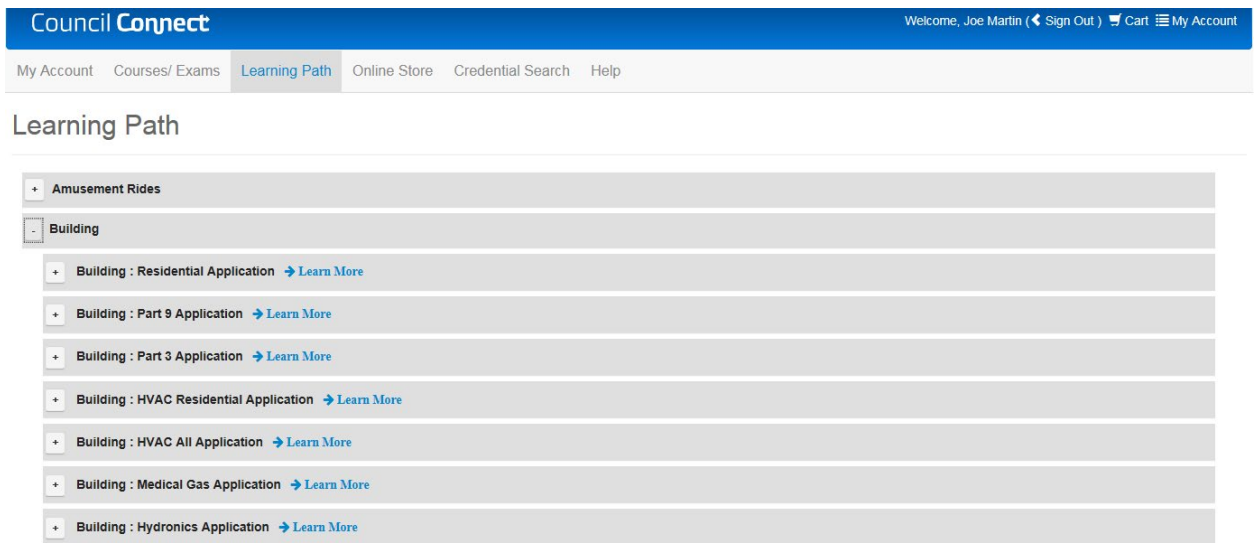
The screenshot shows the 'My Dashboard' page in the Council Connect system. The page has a blue header with the 'Council Connect' logo and a user greeting: 'Welcome, Julia Young (Sign Out)'. Below the header is a navigation menu with tabs for 'My Account', 'Courses/ Exams', 'Learning Path', 'Online Store', 'Credential Search', and 'Help'. The main content area is titled 'My Dashboard' and features three main sections: 1. A profile picture of Julia Young with an 'Edit' button. Below the photo, contact information is listed: 'Customer number: 228009', 'Edmonton, AB T5J 3N4 CANADA', '777-777-7777', and 'jyoung@yahoo.ca', with an 'Edit Contact Info' button. 2. A 'Profile Details' section with an 'Edit Primary Info' button, showing the name 'Julia Young' and the address '123 Main Street, Edmonton T5J 3N4, CANADA'. 3. A 'My Account Links' sidebar with a list of navigation options: 'My Dashboard', 'My Contact Information', 'My Applications', 'My Requests', 'My Certification & DOP', 'Go To Online Training', 'My Transcripts', 'My Financial Transactions', 'My Courses/Exams', 'Advisor / Instructor Assignments', and 'Change My Password'.

1. From **My Dashboard**:
 - a. Click on **Learning Path** tab (at the top of the page)



The screenshot shows the Council Connect website interface. At the top, there is a blue navigation bar with the text "Council Connect" on the left and "Welcome, Joe Martin (Sign Out) Cart My Account" on the right. Below the navigation bar is a secondary menu with links for "My Account", "Courses/ Exams", "Learning Path", "Online Store", "Credential Search", and "Help". The "Learning Path" link is highlighted. The main content area is titled "Learning Path" and displays a list of disciplines, each with a plus sign (+) to its left, indicating they are collapsed. The disciplines listed are: Amusement Rides, Building, Electrical, Elevators, Fire, Gas, Master Electrician, Passenger Ropeways, Plumbing, and Pressure Equipment.


2. From the **Learning Path** page:
 - a. Click on the **plus** sign to expand the discipline (**Building** in this example)



This screenshot shows the same Council Connect website interface as the previous one, but with the "Building" discipline expanded. The plus sign (+) next to "Building" has changed to a minus sign (-). Below "Building", a list of certification categories is displayed, each with a plus sign (+) and a "Learn More" link. The categories are: Building : Residential Application, Building : Part 9 Application, Building : Part 3 Application, Building : HVAC Residential Application, Building : HVAC All Application, Building : Medical Gas Application, and Building : Hydronics Application.

The learning path page will expand to show you all the related certification levels in the expanded discipline.

3. From the **Learning Path** page:
 - a. Click on the **plus** sign to expand the certification category (**Building: Residential Application** in this example)

Council Connect Welcome, Julia Young (Sign Out)   My Account










My Account Courses/ Exams **Learning Path** Online Store Credential Search Help

Learning Path

+ Amusement Rides

- Building

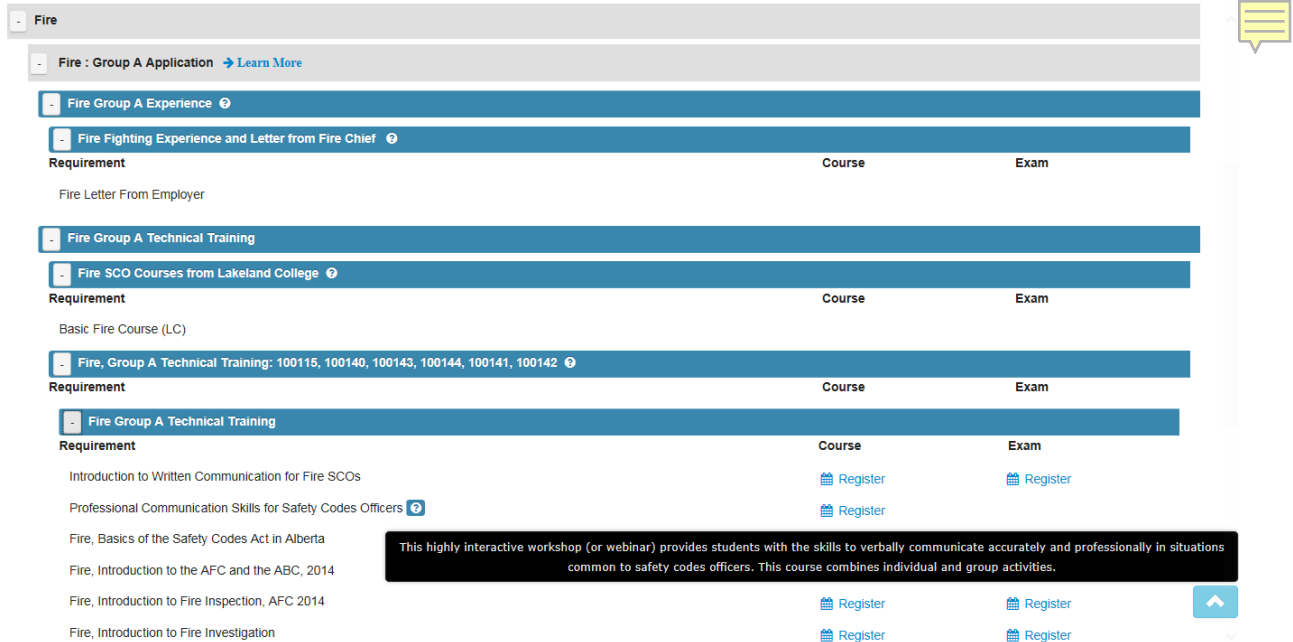
- Building : Residential Application [Learn More](#)

Requirement	Course	Exam
Introduction to the Safety Codes System in Alberta 	 Register	 Register
Written Communications for Safety Codes Officers 	 Register	 Register
Professional Communication Skills for Safety Codes Officers 	 Register	
Construction Safety Training System Certificate 		

+ Building Res Technical Training

4. From the **Learning Path** page:
 - a. **Learn More:** click link to begin or continue your application
Note: If you have certification in a discipline level, a **Certification Application Completed** button displays, where you can access the completed application.
 - b. **Requirement:** see courses/exams for specific certification levels
 - c. **Course** and **Exam** columns (to the right of the course/exam name): click the **Register** button to register for a course or exam
 - d. Click plus sign to expand and see the **SCO Building Res Technical Training** course and exam requirements

Your learning path will display as per the levels chosen. In the below example **Fire: Group A Application** displays with all the requirements expanded (by clicking on the plus sign beside each requirement).



Requirement	Course	Exam
Fire Letter From Employer		
Basic Fire Course (LC)		
Introduction to Written Communication for Fire SCOs	Register	Register
Professional Communication Skills for Safety Codes Officers	Register	
Fire, Basics of the Safety Codes Act in Alberta		
Fire, Introduction to the AFC and the ABC, 2014		
Fire, Introduction to Fire Inspection, AFC 2014	Register	Register
Fire, Introduction to Fire Investigation	Register	Register

This highly interactive workshop (or webinar) provides students with the skills to verbally communicate accurately and professionally in situations common to safety codes officers. This course combines individual and group activities.

5. From the **Learning Path** page:
 - a. **Hover** over the **question mark** button to view the requirement or course descriptions

Note: For more information on discipline requirements for all disciplines refer to [our website](#).