

# My Learning Link

Training for employees

# Contents

- I Learn @ Schneider global targets
- The Development Planning Process
- Search, Browse & Request Training
- Managing External training
- Maintaining your transcript ( Training Records)
- Help

# I Learn @ Schneider Electric

## Our Ambitions for Schneider Electric

Provide access to learning to all our employees in the frame of our sustainability commitments and Connect program

## Our Goal

Minimum 1 day\* training \*\*per employee per year

**Goal 2013** = 80 % of people get 1-day training

## Scope

Applies to all permanent employees, all countries, all trainings



\*1 day defined as 7 hours minimum for worldwide reporting simplification purpose  
\*\*classroom, webinars, elearning, external courses, product , safety and mandatory training

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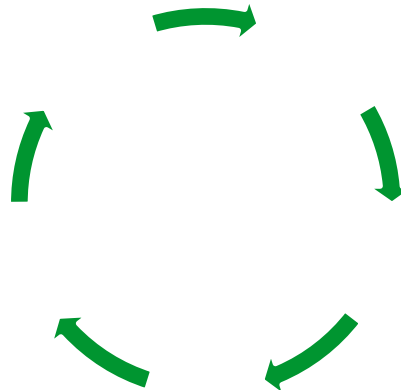
# Our Annual Performance & Development Cycle



## Career & Development Conversations



## Annual Performance Appraisal

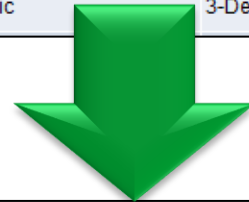


## Regular check in

# Competency gap identified via career and development discussion

Competency							
	Competency	Required Proficiency	Self Assessment	Interest Level	Manager Assessment	Gap	Career Strength/Development
?	C009 Communicate Effectively	4	3-Competent	3-Desirable	2-Basic	2-	Development
?	C011 Business Acumen	4	2-Basic	3-Desirable	2-Basic	2-	Development

PeopleSoft



Online Class
 Event
 Curriculum
 Test
 Material

☒
☒
☒
☐
☒

Title
  Description

Subject

Location
  ILT Locator number

For a complete course description click on the course title.

Sort By: ☒ Title ☐ Type ☐ Provider

**Active Listening** Crossknowledge Sessions | A\$.00  
 Listening is the basis of communication. Actively listening to the person opposite you enables him also gives you the means to obtain all the information necessary to make the right decisions. But what is active listening? That is what this session is all about.

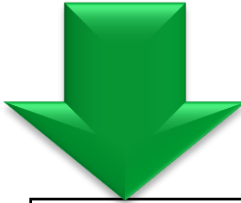
My LearningLink









Development action found in My Learning Link

The selected training then is placed on the learner's **Active Transcript**. Essentially this transcript is the **Education** component of the **Individual Development Plan**

Training needs to be completed by the due date.



Transcript: SCOTT NELL				
<div>Active</div> <div>Completed</div> <div>Archived</div>				
<div>Add External Training</div> <div> <div>Title</div> <div>All Training</div> <div></div> </div> <div>« Previous 1-20 of 27 Next »</div>				
Title	Type	Due Date	Status	Options
 Introduction to My Learning Link (Starts 7/24/2013)	Session	None	Registered	Withdraw
 Introduction to My Learning Link (Starts 7/29/2013)	Session	None	Registered	Withdraw
 Professional Project Manager (Starts 8/5/2013)	Session	None	Withdrawn	Select Session
 Plug-in to Schneider Electric: New Employee Curriculum	Curriculum	None	In Progress	Open Curriculum
 SIOP For All - GSCCROE000001	Online Class	7/1/2013	Registered / Past Due	Launch
 Why is cash so important for our company Schneider Electric?	Curriculum	None	In Progress	Open Curriculum

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# Getting Started ..Link to My Learning Link

From the Intranet/My HR Link

You can access directly to My Learning Link by copying the following address in your browser:

<https://schneider-electric.csod.com/client/schneider-electric/default.aspx>

The image shows a screenshot of the Schneider Electric Intranet and My HRLink pages. The Intranet page at the top features the Schneider Electric logo, a search bar, and navigation links. A red arrow points from the text 'From the Intranet/My HR Link' to the 'My HRLink' section. The 'My HRLink' section is titled 'Total Employee Experience' and includes a navigation bar with links to HR Information, My Career, My Rewards, My Life, For HR Only, and Global Intranet. Below this, there are seven main categories: Attract, Start, Perform, Appraise, Recognize, Develop, and Move On. Each category has a list of links. At the bottom, there are four boxes for TalentLink Recruitment, TalentLink Jobs@Schneider, TalentLink Performance, and My LearningLink. The footer includes the text 'Schneider Electric - Plug in Workshop 3' and '© Schneider Electric SA'.

**Schneider Electric** Intranet global portal [www.schneider-electric.com](http://www.schneider-electric.com) | Contact | Français

Search for people, articles and documents...

**Home**

**All Intranet sites**

- Our Customers
- Our Markets
- Our Offer
- Our Processes
- Our Communities
- Operations
- Businesses
- Global Functions

**Connect**

**About our company**

- Open magazine
- Speakers' Corner (Company Presentation)
- One Organisation
- Connect Trophies
- Our Solutions
- The Foundation
- Our Principles of Responsibility & related policies
- Organisation charts

**Useful links**

- International Directory
- Locations by country
- Managers' area
- My HRLink
- Spice
- Box
- Travel Security
- Safety, Environment & Real Estate
- Translation Tools

**In brief:** 56% of quick poll respondents knew who is leading the Field 5

**Top Stories**

- Real Talk with Zhu Hai
- BMW partners with Schneider Electric for EV
- Connect Trophies 2013 starts today!
- Do you remember what StruxureWare is?

**Latest News**

- 11/09/2013 - Recommended offer for Invenys plc by Schneider Electric SA and its wholly-owned subsidiary, Samos Acquisition Company Limited - Publication of a prospectus
- 09/09/2013 - Schneider Electric participates at the global reconstruction of Moscow power networks
- 06/09/2013 - What's on the calendar for September?
- 03/09/2013 - The new Schneider Electric head office Netherlands is the most sustainable office in the country
- 30/08/2013 - Schneider Electric and NGO Gawad Kalinga sign a partnership to increase access to energy and associated services in the Philippines
- 30/08/2013 - Successful issue of a €600 million bond
- 13/08/2013 - Sharing the SOHO success of the Key Account strategy team in China

> More news by date and by category > Suggest your news

**Share price 13/09/13 - 15:28:07**

	Share price	Change
Schneider Electric	62.42	-0.05 %
CAC 40	4105.21	-0.03 %

> More information > Employee shareholding

**Customer Experience**

	Q2 2013	Target
Customer Net Promoter Score	47.3%	48%

> Detailed results > Customer Sat. & Quality homepage

**ENPS**

	Q1 2013
e-mail	19
Kiosks	28

> Detailed results

**Sustainable Development**

	Q2 2013	Target
Planet & Society barometer	6.09/10	5.5/10

> Detailed results

**Quick Poll**

In Q2 2013 the best performing region was:

- ☒ Rest of the world
- ☐ North America
- ☐ Western Europe
- ☐ Asia Pacific

**Schneider Electric My HRLink**

**Total Employee Experience** Working together to power the future

**HR Information** **My Career** **My Rewards** **My Life** **For HR Only** **Global Intranet**

**Attract** Meet and join us

- Jobs@Schneider
- TalentLink Recruitment
- Go Green in the City

**Start** Connect and participate

- Plug-in (Onboarding)
- Global Security
- Global Travel Policy
- Global Job Codes / System of Reference

**Perform** Achieve your goals

- TalentLink Performance
- Talentlink Performance Template
- Weekly Digest
- BridgeHR

**Appraise** Focus on feedback

- Career Competency Review

**Recognize** Feel rewarded

- My Shares Investment
- WESOP
- STIP 2013

**Develop** Make progress

- Schneider Electric University Learning Portal
- My Learning Link
- I learn@Schneider Electric

**Move On** Feel valued and respected

**TalentLink Recruitment** **TalentLink Jobs@Schneider** **TalentLink Performance** **bridgeHR** **My LearningLink**

TalentLink Recruitment Help TalentLink Performance Help bridgeHR Help My LearningLink Help

© Schneider Electric SA

# Logging On

Pre requisite: Open Internet Explorer or a Firefox window.

**Please do not use the link to "My Learning Link" directly from Lotus Notes**

**Copy/Paste the following link:**

<https://schneider-electric.csod.com/client/schneider-electric/default.aspx>

To access the tool for the first time, please enter:

1. your USERNAME: **initialized by default with your SESA**
2. Your PASSWORD: **initialized by default with your SESA**

*NB: You can change it after the first connection*



If you already connected to My Learning Link and you forgot your password, you can **re initialize** it by your own by clicking on the **Forgot password** link.

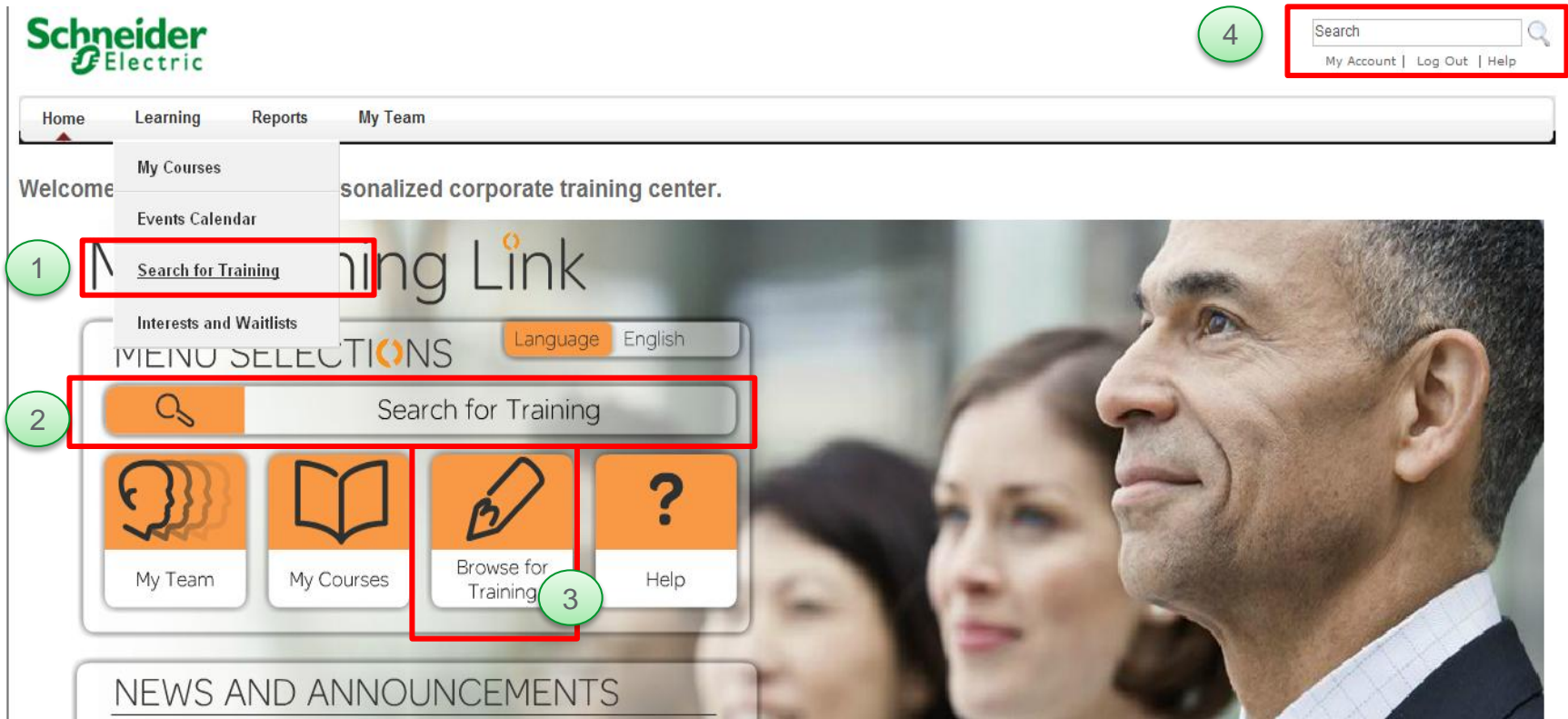
# Welcome Page

The **Welcome page** is a where you find access to training, tasks, or To-Do's. You can search, request or launch training and tasks from this page.





# Browse for Training



There are four paths to search for a course in the catalog.

1. Learning tab > **"Search for training"**
2. **Search for training** welcome page
3. **Browse for training**
4. **Search box**

# Browsing for training

Search for Training

Standard Re

## Browse for Training

- › Cross Functional
- › Customer Satisfaction & Quality
- › Finance
- › Health and Safety/Environment
- › Human Resources
- › Information Technology
- › Management & Leadership
- › Marketing & Communication
- › Personal Development
- › Purchasing
- › Sales
- › Services & Project Delivery
- › Supply Chain & Industrial & Manufacturing & Logistics
- › Technical, Engineering, R&D
- › Academies

< July 2013 >

SUN	MON	TUE	WED	THU	FRI	SAT
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10

## Your Upcoming Sessions

TITLE	STATUS
Introduction to My Learning Link (Starts 7/29/2013)	Registered

View all



## Browse for Training

### Subjects

SUBJECT NAME

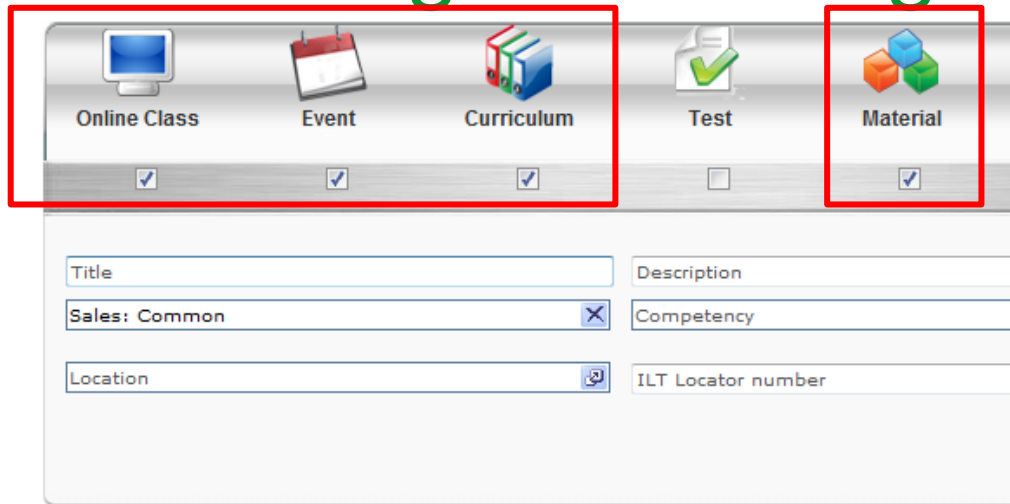
- ▢ Sales
  - ▢ Sales: Chanel Sales
  - ▢ Sales: Common
  - ▢ Sales: Customer Care
  - ▢ Sales: Transactional

« Back

Find exactly what you're looking for using a more detailed Search.

› Go to Search

# Browsing for training



For a complete course description click on the course title.

Sort By: ☒ Title ☐ Type ☐ Provider



## **CASH Professional Selling** Schneider Electric | Varies

In order to maintain our competitive advantage in the marketplace, Schneider Electric has developed CASH Professional Selling. It is designed to enable you with the ski for sales effectiveness and ongoing cultivation of customer relationships. (Course ID: SEASALI000001)



## **Change Management for Sales Professionals** Learning Solutions: Pacific | A\$.00

Primarily for Sales Professionals who are looking to develop and improve their understanding and effectiveness in planning, better meeting the needs of their channel c need to have an enthusiasm to improve your skills and knowledge in more effective and professional channel management.



## **Coaching for CASH** Schneider Electric - Internal | A\$153.91

This course is for managers of sales people who take CASH Professional Selling. (Course ID: SEASALI000002)



## **Discovering Profitability** Learning Solutions: Pacific | A\$.00

Primarily for Sales Professionals who are looking to develop and improve their basic financial knowledge and how our decisions with pricing and discounting can impa enthusiasm to improve your knowledge of the basic financial principles and to improve our profitability



## **Distribution Management Workshop** Sales Excellence Academy | A\$.00

Understand the Schneider strategy and policy concerning the Electrical Distribution channel, Understand the Schneider strategy and policy concerning the Electrical Dist and methods to assess and manage the Distribution network (Course ID: SEASALI000007)



## **Goal Setting for Sales Professionals** Learning Solutions: Pacific | A\$.00

Primarily for Sales Professionals and customer facing sales support who are interested in learning how to set and manage goals in a way that will increase their chance mind to understanding and managing the goal setting process.

You can search for a course in the catalog by selecting different training types:

**Online class** = e-learning

**Event** = in class training

**Curriculum**= set of learning objects (event, e-learning, etc)

**Test** (Not used for the moment)

**Material** = Academies Certification

**Video** (Not used for the moment)

**Certification** (Not used for the moment)

# Search by competency

Home Learning Reports ILT Admin Admin My Team

Search

Set search criteria by checking and un-checking Learning

Online Class

Event

Curriculum

☒☒☒

Title

Subject

Location

CompetencyList - Windows Internet Explorer

https://schneider-electric.csod.com/EPM/CompAssessment/CompetencyList.aspx?sl=1&singleS

Add Competency from Competency Bank

Select which competencies you would like to add to the competency model.

Search for Competency

Group By: None

Search

(842 Results) 1 2 3 4 5 > >>

Competency Bank

ADD	ID	NAME
<input type="checkbox"/>	C001	C001-Project Management
<input type="checkbox"/>	C002	C002-PC Software literacy
<input type="checkbox"/>	C003	C003-Finance Literacy
<input type="checkbox"/>	C004	C004-Cross Cultural
<input type="checkbox"/>	C005	C005-Analyse Issues
<input type="checkbox"/>	C006	C006-Community of practice
<input type="checkbox"/>	C007	C007-Change Mgt & Implementati
<input type="checkbox"/>	C008	C008-Effective report writing
<input type="checkbox"/>	C009	C009-Communicate Effectively
<input type="checkbox"/>	C010	C010-External Communication
<input type="checkbox"/>	C011	C011-Business Acumen
<input type="checkbox"/>	FC01	FC01-IT Administration

Internet | Protected Mode: Off 100%

# Search for Videos

Online Class Event Curriculum Test Material Certification

video Management & Leadership Location

Description Competency English (Australia), English (UK), English


ILT Locator number Instructor


Search


For a complete course description click on the course title.


Sort By: ☒ Title ☐ Type ☐ Provider

(108 Results) 1 2 3 4 5 > >>

- **Achieve success through leadership** Crossknowledge Videocasts | A\$.00 ☆☆☆☆☆ 0 Reviews

Leadership is crucial to bringing energy and movement to your organization. Companies that lack leadership can fail. Robert Dilts explains.
- **Always keep the bigger picture in mind** Crossknowledge Videocasts | A\$.00 ☆☆☆☆☆ 0 Reviews

In today's society, there is no good leadership without vision. Thanks to a clear vision of the end-state, your people will be more creative and more able to make the right decisions, as revealed in the example of the 'smiling colonel' in Iraq.
- **Appeal to the 'adults' in people** Crossknowledge Videocasts | A\$.00 ☆☆☆☆☆ 0 Reviews

Don't always be the one to come up with a solution to your staff's problems. Let them work it out for themselves like adults and use their initiative, advises Isaac Getz.
- **Are you a people developer?** Crossknowledge Videocasts | A\$.00 ☆☆☆☆☆ 0 Reviews

Avivah Wittenberg-Cox talks about the motivational value of adopting a management style that aims to help people develop rather than a culture of competition.



# Registration to Training

## **Classroom Training**

**Self Registration for Open Program**

**Training Invite sent by Learning Team – Accept/ Decline Invite**

## **Online / E- Learning Classes**

# Open Registration - Classroom training

## Step 1 : Search for the program

Online Class	Event	Curriculum	Test	Material
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

<input type="text" value="plug in"/>	<input type="text" value="Description"/>	<input type="text" value="English (Australia),English (UK),Englis"/>
<input type="text" value="Subject"/>	<input type="text" value="Competency"/>	
<input type="text" value="Location"/>	<input type="text" value="ILT Locator number"/>	<input type="text" value="Instructor"/>
<input type="button" value="Search"/>		

For a complete course description click on the course title.

Sort By: ☒ Title ☐ Type ☐ Provider



### Discover EcoStruxure Schneider Electric | A\$.00

This 30-minute course introduces EcoStruxure main concepts. Business values delivered to Customers are described for Buildings, Data Center and I course concludes by providing an overview on how to start EcoStruxure in a Country.(Course ID: ESUCROE0005)



### Plug-in to Schneider Electric: New Employee Curriculum Schneider Electric | Total Price A\$.00

This curriculum is designed for all new employees joining Schneider Electric and gives an initial orientation to the company (up to three months only). Business, and Personal Development. On-going development and training plans will be documented in your Career Review on the bridgeHR system. training and development required. This curriculum is to be completed within three mon



### Plug-in to Schneider Pacific Learning Solutions: Pacific | Total Price A\$.00



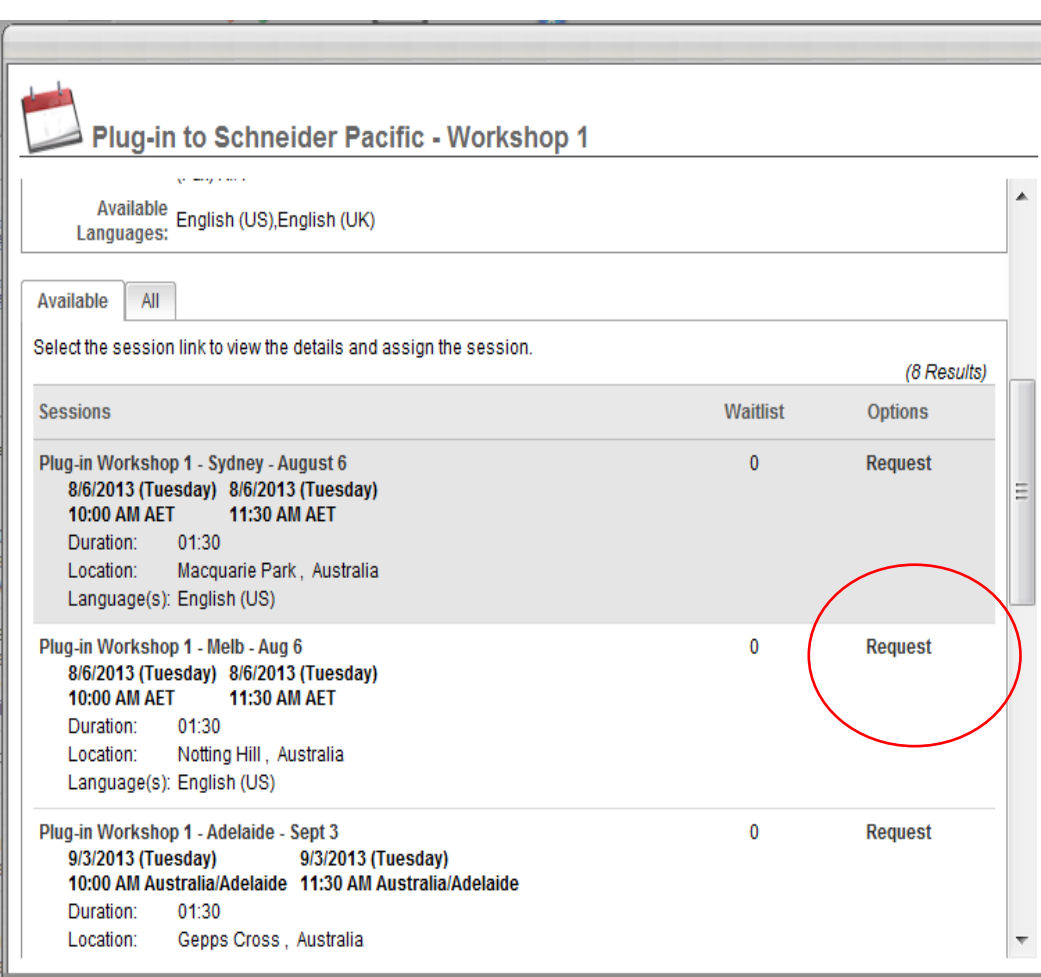
### Plug-in to Schneider Pacific - Workshop 1 Schneider Electric | A\$.00

This workshop is a part of the PZ 90 onboarding program. Participants will be introduced to key business representatives during a panel discussion an participate in an interactive quiz to test their knowledge on the topics studies as part of their elearning. Topics covered include: The History of Schneider

# Open Registration - Classroom training

Step 2 : Request for the program

Step 3: Add to the Calendar



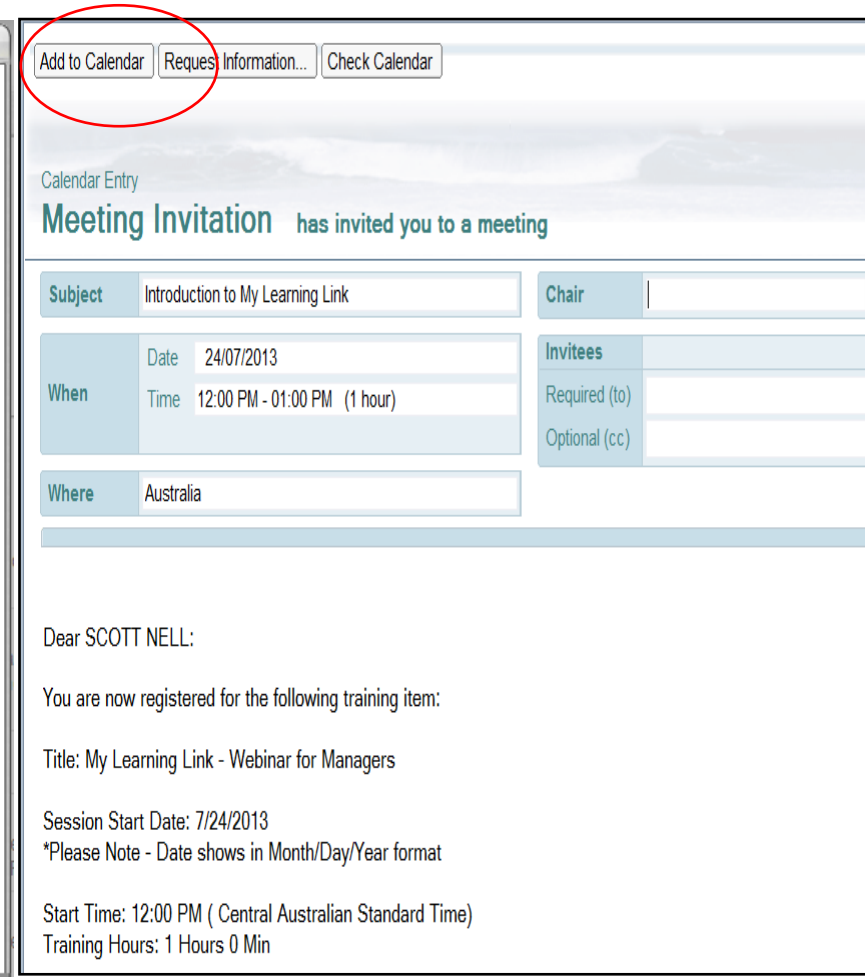
**Plug-in to Schneider Pacific - Workshop 1**

Available Languages: English (US), English (UK)

Available: All

Select the session link to view the details and assign the session. (8 Results)

Sessions	Waitlist	Options
<b>Plug-in Workshop 1 - Sydney - August 6</b> 8/6/2013 (Tuesday) 8/6/2013 (Tuesday) 10:00 AM AET 11:30 AM AET Duration: 01:30 Location: Macquarie Park, Australia Language(s): English (US)	0	Request
<b>Plug-in Workshop 1 - Melb - Aug 6</b> 8/6/2013 (Tuesday) 8/6/2013 (Tuesday) 10:00 AM AET 11:30 AM AET Duration: 01:30 Location: Notting Hill, Australia Language(s): English (US)	0	Request
<b>Plug-in Workshop 1 - Adelaide - Sept 3</b> 9/3/2013 (Tuesday) 9/3/2013 (Tuesday) 10:00 AM Australia/Adelaide 11:30 AM Australia/Adelaide Duration: 01:30 Location: Gepps Cross, Australia	0	Request



Add to Calendar Request Information... Check Calendar

Calendar Entry

**Meeting Invitation** has invited you to a meeting

Subject	Introduction to My Learning Link	Chair	
When	Date	24/07/2013	Invitees
	Time	12:00 PM - 01:00 PM (1 hour)	
Where	Australia		Required (to)
			Optional (cc)

Dear SCOTT NELL:

You are now registered for the following training item:

Title: My Learning Link - Webinar for Managers

Session Start Date: 7/24/2013

\*Please Note - Date shows in Month/Day/Year format

Start Time: 12:00 PM ( Central Australian Standard Time)

Training Hours: 1 Hours 0 Min

**The system automatically requests approval from your manager**

# Training Invite Sent by Learning Team

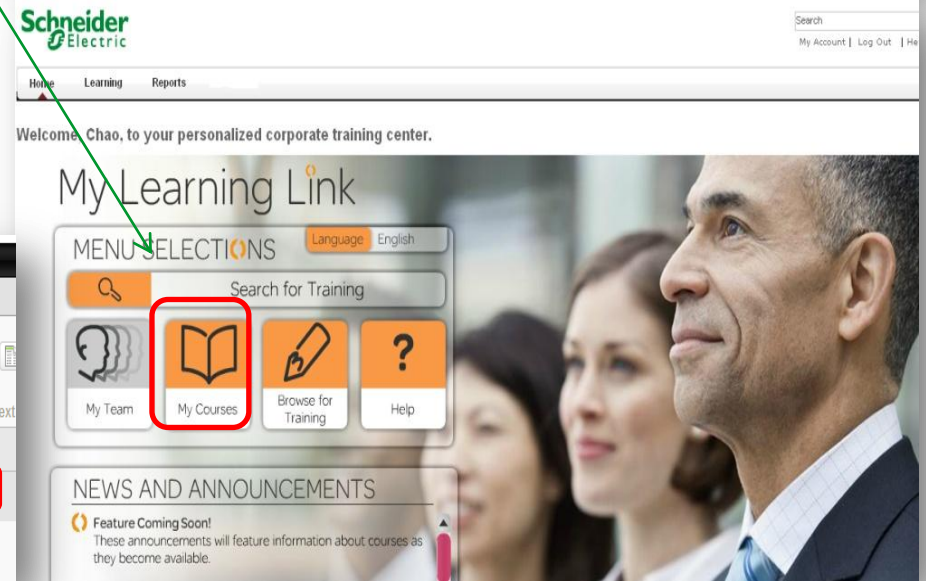
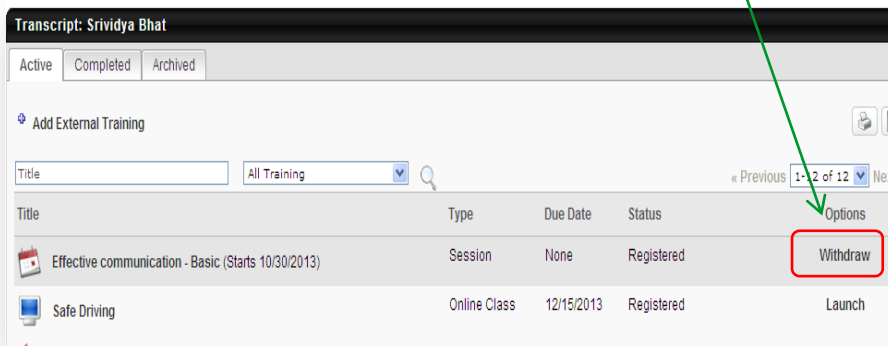
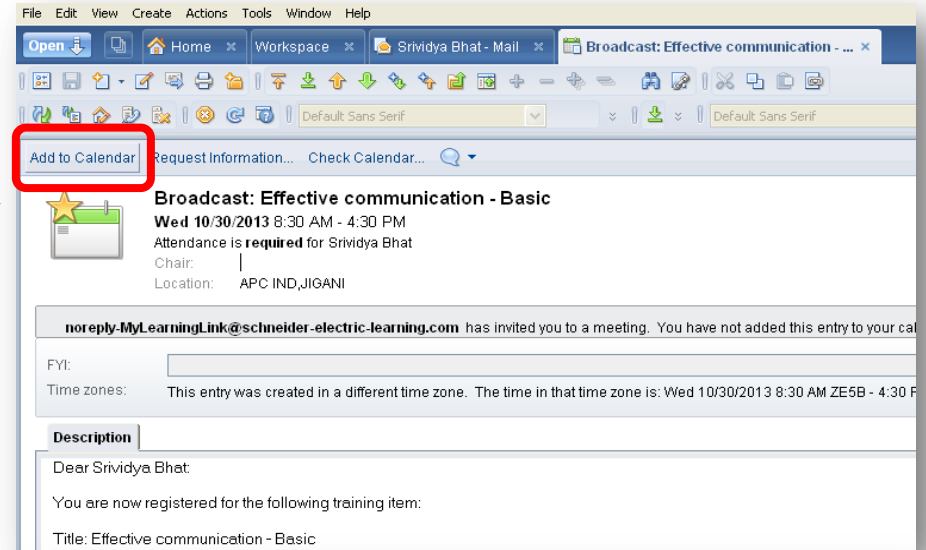
Please note with effect from 1<sup>st</sup> Nov all Training Invites will be sent on My Learning Link Only !!!

You will receive Broadcast mail from MLL ([ces.mail@schneider-electric.com](mailto:ces.mail@schneider-electric.com)) stating you have been registered for the session. Please Note: If it's a 2 day program you will receive 2 notifications.

Open the mail and click on Add to Calendar on top left corner of Lotus notes.

You can view your registration at MLL after you click on My courses and then to Transcript ( training offer ) page.

However you could decline/withdraw by clicking as shown below.




# E-learning / Online Classes: Self Registration

## Step 1: Searching

The search interface features a top navigation bar with icons for Online Class, Event, Curriculum, Test, Material, Video, and Certification. The 'Online Class' icon is circled in red. Below the navigation bar is a search form with fields for 'communication' (circled in red), 'Subject', 'Description', 'Competency', and a language dropdown set to 'English (UK), English (US)'. A 'Search' button is located at the bottom right of the form.

For a complete course description click on the course title.

Sort By: ☒ Title ☐ Type ☐ Provider

 **4G Communication Systems** Skillsoft | A\$.00  
To explain the elements of 4G communication systems

## Step 2 : Requesting

No Manager approval required  
for e-learning

The course details window displays the title '4G Communication Systems' and the provider 'Skillsoft | 2 Hours 20 Min'. Under the 'Details' section, the following information is listed: Description: To explain the elements of 4G communication systems; Price: A\$.00; Duration OLT: 2.25 hours; Locality: Global Offer; Sponsor: Learning and Development; Course Code: 219523\_eng; Available Languages: English (US). At the bottom right, there are three buttons: 'Request' (circled in red), 'Assign', and 'Close'.

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# Your Active Transcript

**Transcript: SCOTT NELL**

Active Completed Archived

+ Add External Training

Title  All Training

« Previous 1-20 of 26 Next »


Title	Type	Due Date	Status	Options
Introduction to My Learning Link (Starts 7/29/2013)	Session	None	Registered	Withdraw
Professional Project Manager (Starts 8/5/2013)	Session	None	Pending Approval	None
Plug-in to Schneider Electric: New Employee Curriculum	Curriculum	None	In Progress	Open Curriculum
SIOP For All - GSCCROE000001	Online Class	7/1/2013	Registered / Past Due	Launch
Why is cash so important for our company Schneider Electric?	Curriculum	None	In Progress	Open Curriculum
Plug-in to Schneider Pacific	Curriculum	None	In Progress	Open Curriculum
Introduction to the Power Business - PTRCROE0001	Online Class	None	In Progress	Launch
Discover StruxureWare	Online Class	None	In Progress	Launch
Working Across Culture	Curriculum	None	In Progress	Open Curriculum
How to use the SMART method to formulate pertinent objectives that motivate your staff	Online Class	None	Approved	Register
Adopting information technologies	Online Class	None	Approved	Register
The Economics of Energy Efficiency	Online Class	None	In Progress	Launch
Choosing the right strategy for implementing a change	Online Class	None	Registered	Launch

# Your Completed Transcript











**Transcript: SCOTT NELL**

Active Completed Archived

+ Add External Training

Title  All Training 

« Previous 1-20 of 31 Next »


Title	Type	Completed Date	Status	Options
 My Learning Link Account Manager Training	Non Tracking Online Class	7/2/2013	Completed	Launch
 HBDI Practitioner Workshop	External Training	5/30/2013	Completed	None
 Enterprise Learning Innovation Summit	External Training	5/30/2013	Completed	None
 Schneider Electric's Vision	Online Class	4/16/2013	Completed	Launch
 The History of Schneider Electric - GBLCROE0002	Online Class	4/16/2013	Completed	Launch
 The History of Schneider Electric - old version 2012	Online Class	4/16/2013	Completed Equivalent	Inactive
 Leading Individuals and Teams (Starts 1/1/2013)	Session	1/3/2013	Completed	None
 Introduction to the IT Business - GWEITB001	Historical Transcript	12/1/2012	Completed	Inactive
 Discovering our Market Segments	Online Class	11/20/2012	Completed	Launch
 Schneider Electric's Vision - GWEVSE001	Historical Transcript	2/9/2012	Completed	Inactive






# Archived Training

**Transcript: SCOTT NELL**







ActiveCompletedArchived

 Add External Training





[« Previous](#) [1-6 of 6](#) [Next »](#)

Title	Type	Due Date	Status	Options
 Discovering Infrastructure Business	Online Class	None	In Progress	Launch
 Test: Solution Sales: Value Creation	Test	None	In Progress	Launch Test
 Conflict, Stress, and Time Management	Online Class	None	Registered	Launch
 Change leadership: some ethical issues	Online Class	None	Registered	Launch
 40 Principles of Schneider Production System - GSCMNF100001	Online Class	None	In Progress	Launch
 Email Efficiency Chinese - GBLCROE0005	Online Class	None	Approved	Register

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# External Training Process



# Apply for External Training


Transcript: SCOTT NELL

Active Completed Archived

[+ Add External Training](#)

Title

Title

 Schneider Electric's Vision

### Add External Training

Enter the information below and submit for approval. This information will be added to your transcript, and you may follow the approval process by monitoring the status of the external training.

#### Training Details

Training Type : External Training

Language: English (US) ▼

Title:

Training Description:  Limited to 1000 characters

Institution:



Training Dates: From  To


Cost: \$ USD

Credits Earned:

Training Hours: 0 Hours 0 Min

Competencies: [+ Add Competency](#)

Attachment(s):  [Attachments](#) 

 ACEN National Conference	None	Pending Approval
--------------------------------------------------------------------------------------------------------------	------	------------------

# Completing External Training

After attending the external training....

Transcript: Sheena STELL

Active Completed Archived

+ Add External Training

Title All Training « Previous 1-20 of 21 Next »

Title	Type	Due Date	Status	Options
Excel Formulae	External Training	None	Registered	Mark Complete

Transcript: Sheena STELL

Active Completed Archived

+ Add External Training

Title All Training « Previous 1-20 of 21 Next »

Title	Type	Due Date	Status	Options
Excel Formulae	External Training	None	Pending Completion Approval	None

# Completing External Training

After manager acknowledges the attendance...




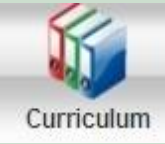



The screenshot shows a web interface titled "Transcript: Sheena STELL". At the top, there are three tabs: "Active", "Completed", and "Archived". The "Completed" tab is selected and circled in red. Below the tabs is a section for "Add External Training" with a search bar and a dropdown menu set to "All Training". To the right of this section are icons for printing and exporting. Below the search bar is a table with the following columns: "Title", "Type", "Completed Date", "Status", and "Options". The table contains one entry: "Excel Formulae" (with a folder icon), "External Training", "7/3/2013", "Completed" (circled in red), and "None". Navigation links "« Previous", "1-11 of 11", and "Next »" are located above the table.

Title	Type	Completed Date	Status	Options
Excel Formulae	External Training	7/3/2013	Completed	None

# Contents

- I Learn @ Schneider global targets
- The Development Planning Process
- MLL Navigation
- Searching for training
- Waitlists & registering your interest
- Maintaining your transcript
- External training
- [Help](#)

# MLL Language...

Icon	Type	Description
 Online Class	Online class	Checking this icon will return all available e-learning/online training courses. Online training can be taken at any time, There is no scheduled start and end date.
 Event	Event	This icon will return all available scheduled, instructor lead or webinar training
 Session	Session	Scheduled instances of an event are referred to as "session"
 Curriculum	Curriculum	Curricula are comprised of multiple learning objects which are part of one program and can include test, learning, instructor-led training, evaluations, and more to allow for a blended learning experience
 Posting	Posting	Checking this will return all items that can be posted to the knowledge Bank: I including online discussion, document, internet resource, or Q&A information.
 Material	Materials	Checking this will return all available "on-tracking" materials, these could be online courses, job aids, books, DVDs, pamphlets or videos
 Test	Test	Checking this will return all tests or assessments created to assess an employee's skill sand knowledge
	Transcript	Training History



# Getting Help !

Home

Learning

Reports

ILT Admin

Admin

My Team

My Cours

Welcome, SCOTT, to your personalized corporate training center.

Events.C

My Learning Link

MENU SELECTION

Search

My Team

My Courses

NEWS AND ANNOUNCEMENTS

Feature Coming Soon!  
These announcements will feature they become available.

My Learning Link FAQ

My Learning Link Tutorials

Support Contacts

MLL Troubleshooting

Chinese FAQs & Training Material

Solutions University FAQs & Documents

My Learning Link Login

My Learning Link Help

Schneider Electric: My Learning Link Support Page

First time logging into My Learning Link?  
Your password will be your SESA ID upon first logging into the system.  
Once you log in, you will be prompted to change your password.

The links on the left contain documents to help you get started with My Learning Link.  
Below is who to **contact for support**.

Region/Country	Supported by	Support Contact Number	Support_Contact_Website
United States	Peoplelink	+1 877-248-2998	None
Canada	Peoplelink	+1 877-645-2233	None
Mexico	IPO	ext. 2929	<a href="http://2929it.schneider-electric.com">http://2929it.schneider-electric.com</a>
APAC (not including China)	IPO	Website Support Only	<a href="http://2929it.schneider-electric.com">http://2929it.schneider-electric.com</a>
China	HR CC Ticketing System	Website support only	<a href="http://cnna01.cn.schneider-electric.com/china/Wib/hradmin/manager.nsf/HomePage?ReadForm">http://cnna01.cn.schneider-electric.com/china/Wib/hradmin/manager.nsf/HomePage?ReadForm</a>
EMEAS (not including below countries)	IPO	ext. 2929	<a href="http://2929it.schneider-electric.com">http://2929it.schneider-electric.com</a>
France	Peoplelink	ext. 2525 +33 (0)1 70 48 88 88	<a href="http://aaf0251.fr.schneider-electric.com/FR/Territoire/publication2.nsf/FolderLien/9A09174EEE88826DC125768D0044180F?OpenDocument">http://aaf0251.fr.schneider-electric.com/FR/Territoire/publication2.nsf/FolderLien/9A09174EEE88826DC125768D0044180F?OpenDocument</a>
Austria	Local Shared Service	0049(0)2102 404 9988	None

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