Skillport 8 Updates
CSU
End User Guide
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Navigation Panel (3 Tabs)

The navigation panel is now the Skillport Header

SkillPort 7.3

In SkillPort 7.3, available pages are linked on the left side navigation panel, and expand as you click them. These are commonly referred to as the “3 Tabs” or My Plan, My Progress and Catalog.

Skillport 8

In Skillport 8, the Skillport Header at the top of each Skillport Learner page provides easy access to the most common areas on your site, as well as Quick Links, Search, and Recently Viewed items. These links remain the same wherever you are in Skillport.
My Plan

My Plan Settings

SkillPort 7.3
In SkillPort 7.3, MY PLAN contains all learning content assigned to you, presented in a folder view. MY PLAN was available through a tab on the left hand side of the user’s profile.

SkillPort 8
In SkillPort 8, the View My Plan displays your content in a user-friendly, tab-based presentation. It contains all your learning items on two tabs, Assigned Learning and Personal Learning. View My Plan can now be accessed at the top of the screen. All content saved or assigned to a user’s Learning Plan will appear in the View My Plan tab.
MY PLAN folders are now sets

**SkillPort 7.3**

In SkillPort 7.3, you and/or your manager can save learning content to a MY PLAN folder (either the Assigned or Personal).

- The Assigned folder lists all assignments from your manager.
- The Personal folder lists all assignments you've assigned to yourself.

**SkillPort 8**

In SkillPort 8, you can save learning content to a set, which is a collapsible list in either of the two learning plan tabs (**Assigned Learning** or **Personal Learning**). Sets, which you can create as you need them, help you to better organize your content. This gives you the option to expand all your sets on one page (whereas SkillPort 7's folders allowed you to view only one folder's contents at a time). By default, all learners have a General set in each tab.

The **Assigned Learning** tab groups assignments from your manager into sets. Individual assignments are included in the General set, and if entire folders within the Skillport Library are assigned to you, those display in their own named set.

The **Personal Learning** tab groups content you've saved while browsing or searching Skillport into custom sets you've created.
My Progress

My Progress is now Learning Transcripts

SkillPort 7.3
In SkillPort 7.3, you can generate a progress report on your In Progress, Completed, and Not Started learning items. On the MY PROGRESS page, you can see a listing of all learning items and their associated progress icons.

Skillport 8
In Skillport 8, the MY PROGRESS tab is now Learning Transcript (available within the Quick Links menu).

You will be able to see your progress, launch courseware and print certificates just as you did in Skillport 7.3. Each header on the Learning Transcript will allow you to sort through courseware by title, ID, access dates, completion and scores. You can also sort by sets and filter out assets by type.
Catalog is now the Browse the Catalog

SkillPort 7.3
In SkillPort 7.3, learning content in the catalog is organized into curricula by subject matter, where each curriculum is represented by a folder. You can browse the catalog and find learning content by navigating through the hierarchy of folders and subfolders.

Skillport 8
In Skillport 8, learning content, which can be organized by your organization, is presented to you in the Skillport Library when you click the Browse the Catalog link in the Skillport header. Learning content can be placed into different groups of content (presented as columns in the Browse the Catalog drop-down) to make browsing content even easier.
Search & Filter Features

SEARCH&LEARN is now Search

SkillPort 7.3
In SkillPort 7.3, you can use SEARCH&LEARN to run a keyword search, or refine your search by a single category and/or language.

Skillport 8
In Skillport 8, Search displays multiple refinements languages to find the best content to meet your learning needs. The Select drop down allows users to filter content by subject, type and detail.
Quick Links

Shortcuts are now Quick Links

SkillPort 7.3
In SkillPort 7.3, shortcuts are available in the lower-left corner of the page and provide access to content and site features.

Skillport 8
In Skillport 8, the Quick Links drop-down menu in the Skillport header provides easy access to a variety of features and functions within Skillport including 24/7 live help.
Course Goals

Course Goals are now Notes

SkillPort 7.3
In SkillPort 7.3, when you add learning content to MY PLAN, you have the option to enter a Goal on the Add to My Plan dialog box. To see the goal for a particular learning item, you must click the item’s Show Details link in MY PLAN.

![Add to My Plan dialog box](image1)

Skillport 8
In Skillport 8, when you add learning content to your learning plan, you can add a note in the Save to Learning Plan dialog box. You can view the note either by clicking the Note icon in your learning plan next to the item, or you can see all your notes by clicking the Notes link in My Profile (which is accessible at the top of every Skillport page).

![Save to My Learning Plan](image2)
SkillPort Home Page

SkillPort Home Page is now the What’s New Page

SkillPort 7.3
In SkillPort 7.3, clicking the Home link opens the default SkillPort landing page (the default is the SkillPort Home page, but can be configured differently by your organization). Your default Home view is the page that displays when you first log into SkillPort.

Skillport 8
In Skillport 8, the What’s New Page is the default landing page when a user logs into Skillport.
Books 24x7

Books 24x7 Platform is now integrated into Skillport 8.0

SkillPort 7.3
In SkillPort 7.3, clicking the Books24x7 link opens your Books24x7 site, where you can search, browse and read your available libraries.

Skillport 8
In Skillport 8, Books24x7 is integrated into Skillport Learner. Now you can search, browse, and read without having to open a new site.