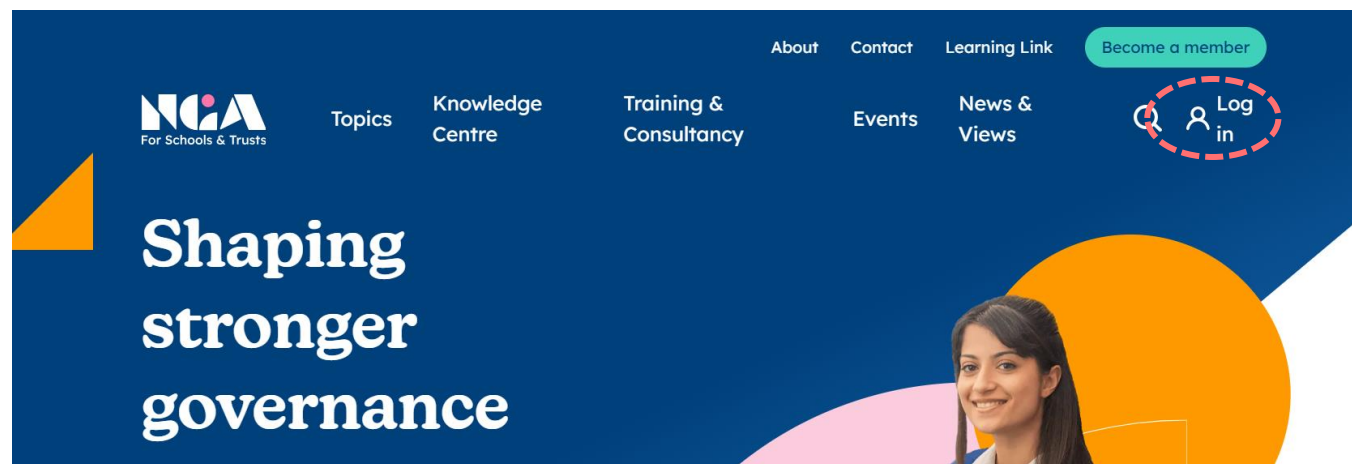


Navigating Learning Link

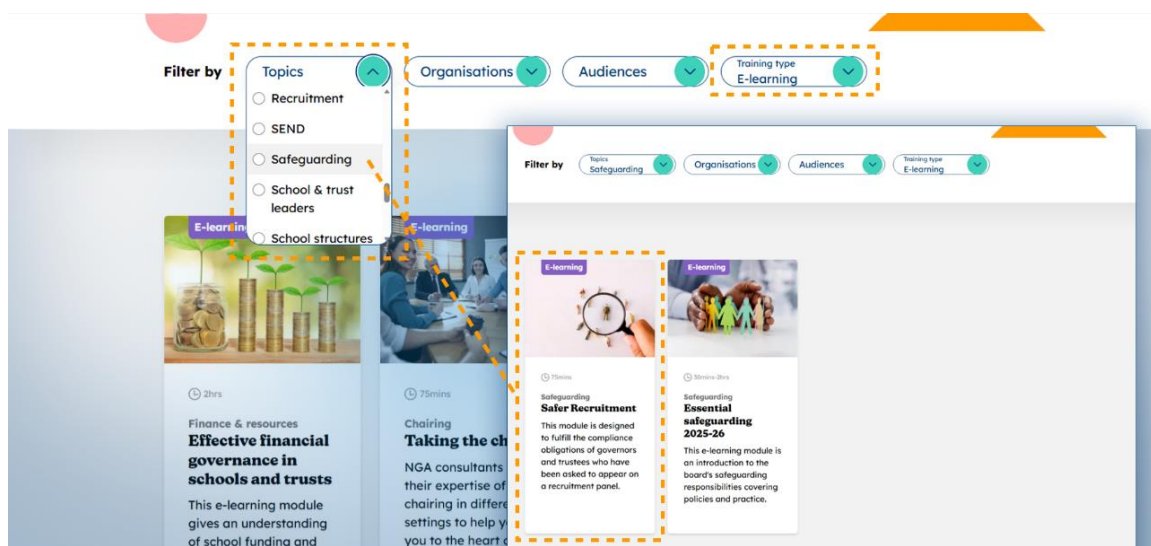
What you need to do

Log in via My NGA at the top right of nga.org.uk.

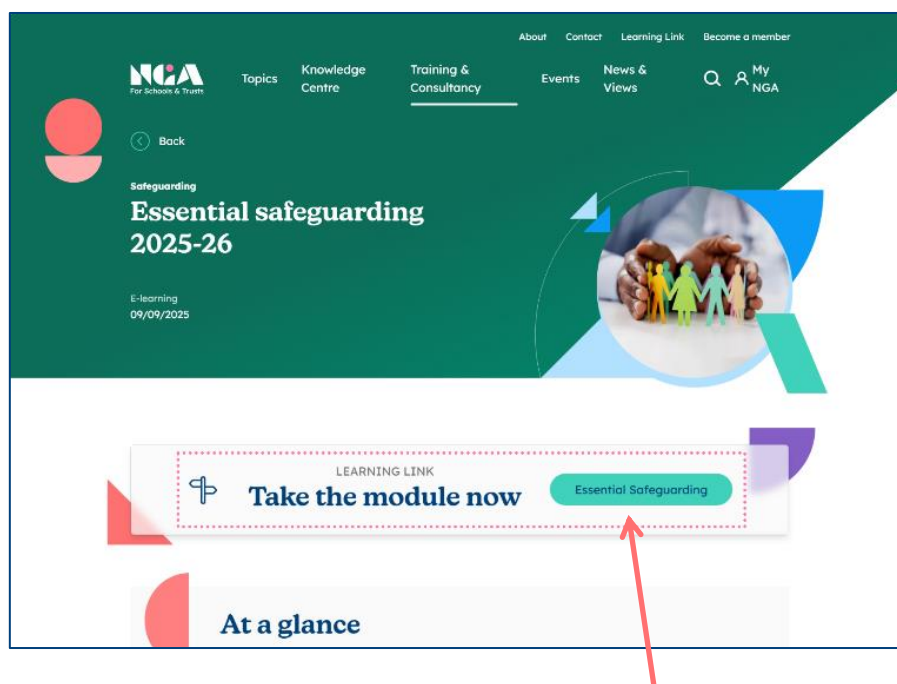
The image shows the login page of the NGA Learning Link. At the top are the NGA and Learning Link logos. Below them is the text 'Log In'. A message states: 'If this is the first time accessing our new site, please click 'Reset Password' below.' There are two input fields: 'Email address*' with the value 'tara.roseblade@nga.org.uk' and 'Password*'. Below the password field is a 'Reset Password' link, which is circled in red. At the bottom is a 'Continue' button.

If you haven't logged into the NGA website before, you will need to reset your password

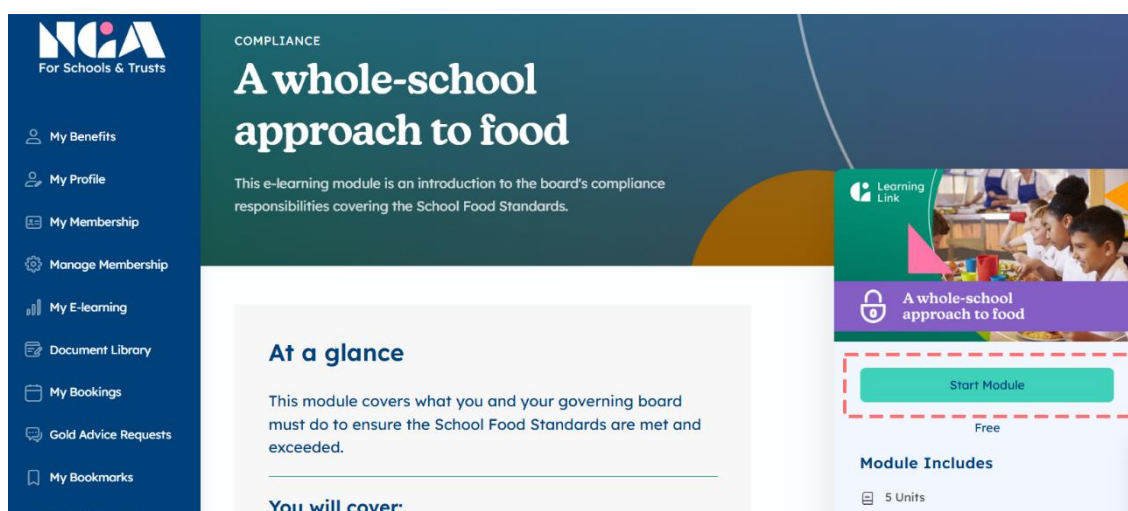
Once logged in, navigate to our [training directory](#) where you can filter your Training Type to 'E-learning' and by 'Topic', or simply browse to find a module that suits you.



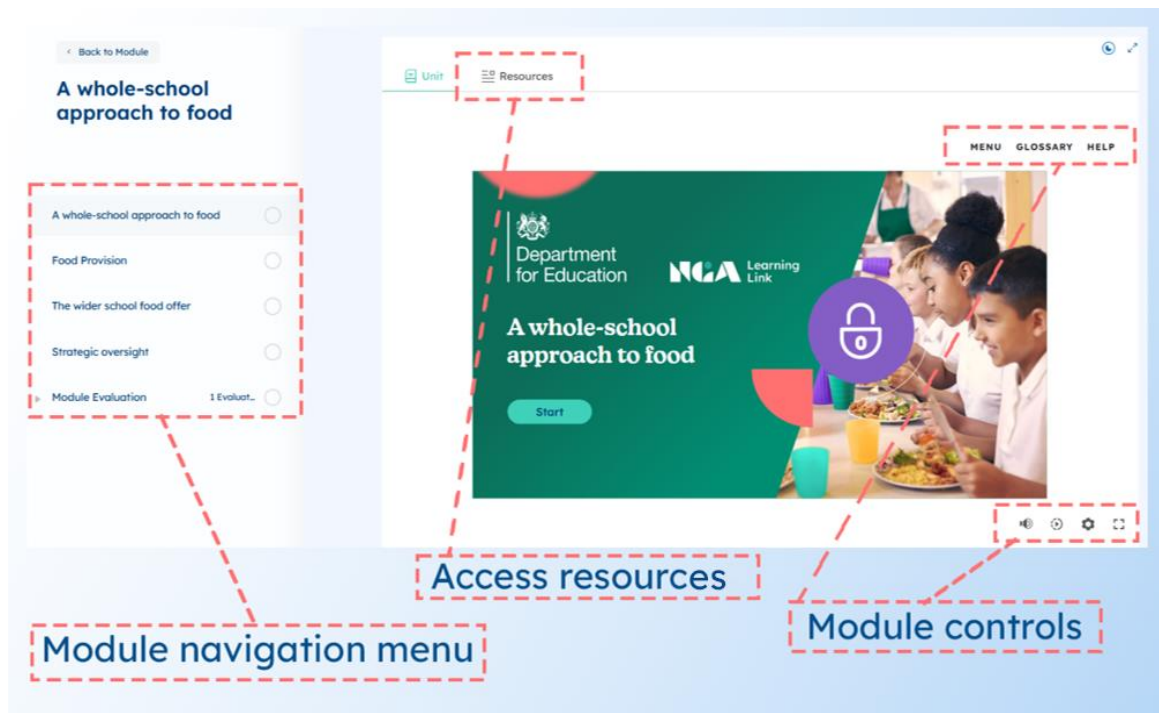
Clicking on the module tile will take you to its landing page, where you can read more about each module in-depth.



If you decide to complete this e-learning, click on '**Take the module now**' to go straight to the module (you will need to be logged in to see this option).



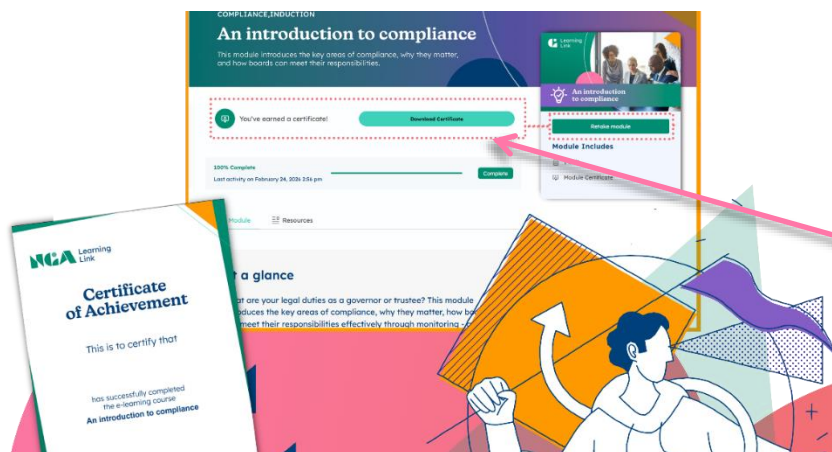
Click '**Start Module**' to begin. If you are partway through a module or want to revisit it after completing it, you can return to it from this page. This page is also where you will be able to download your certificate after completion.



This module page features **module controls** in the main window (click **HELP** in the top right of the module for a summary of these features). There is also a **module navigation menu** (left) to help you move between units. Finally, access **Resources** located within the unit above the learning.

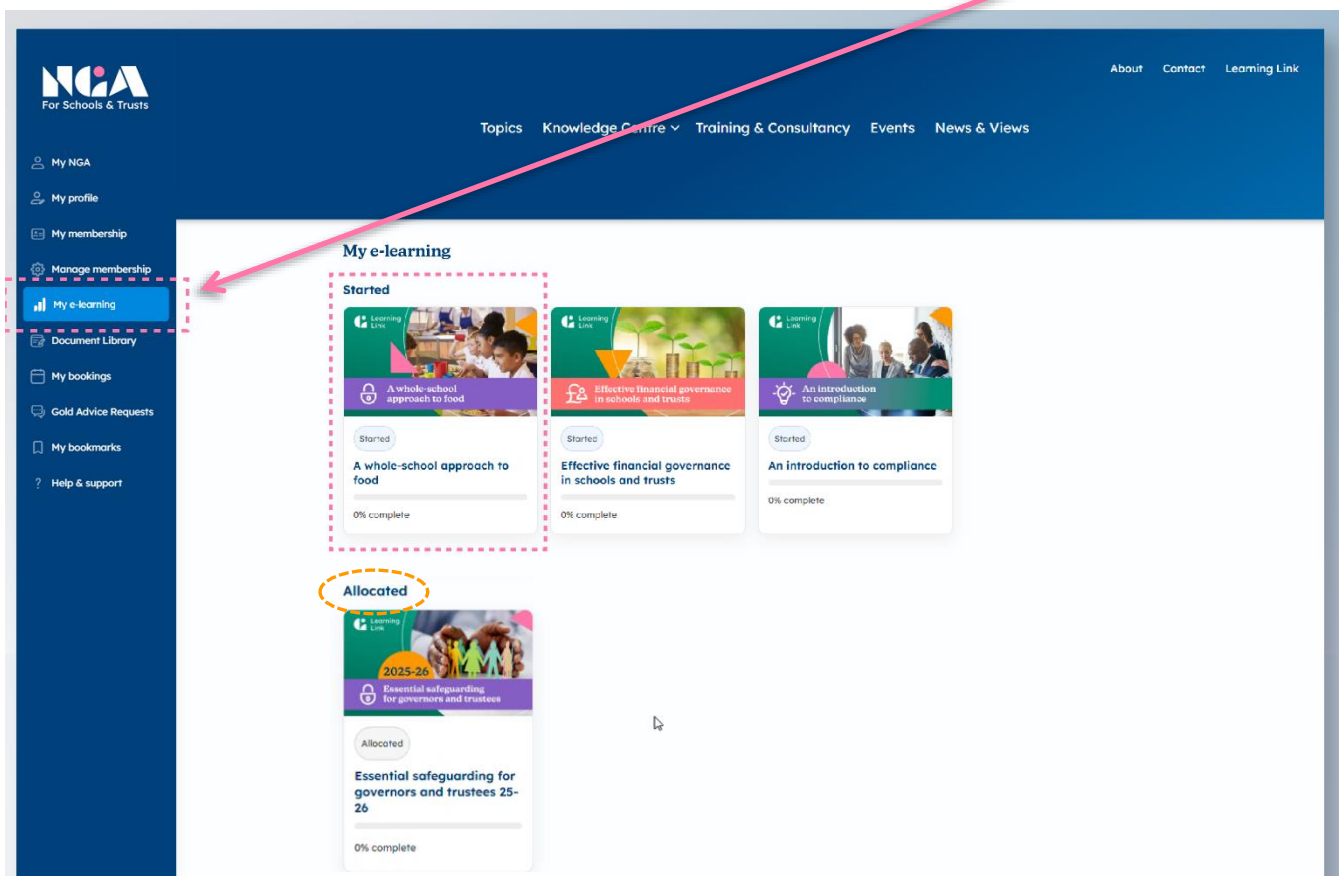


As you complete each unit, it will be ticked off. Click '**Proceed**' at the end of each unit to continue to the next unit or complete the module. If the button remains grey, try refreshing the page. Your progress within the module will be saved.



Once finished, remember to **download your certificate**.

You can also access your learning – including any modules allocated to you by your governance professional - in your My NGA account under **'My e-learning'**.



Help and support

If you have any questions about the Learning Link platform, our team is ready to support you. Call us on **0121 237 3780** or get **in touch via email**