

Skillsoft offers several resources within the course player that will help with content retention and further study. To access these resources, log into your Skillport account, navigate to your course, and launch one of the modules.

 **Ask My Mentor**

- ✓ This option allows individuals to connect with content specialists if content-specific questions arise while working through the coursework.
- ✓ Select this resource from the left-hand menu and a window will appear. If a specialist is readily available, select the Chat with a Mentor option. If a specialist is not readily available, select the Email My Mentor option.
- ✓ Please note that this option is not available for every course. If unavailable, it will not populate in the left-hand menu.

 **Course Transcripts**

- ✓ This option allows individuals to access the text that makes up the course content.
- ✓ Select this resource from within the coursework. A piece of paper icon will appear at the bottom of the course player. Click the icon and select Course Transcript. This will open in a new browser window. Click on the Print button at the top of the screen. In the print options, change the printer destination to Save as PDF. You can also copy and paste the transcript into a Word document.
- ✓ Please note that this option only provides the text and does not include graphs or pictures.

 **SkillBriefs**

- ✓ This option provides individuals with notes that highlight the most important content within the coursework.
- ✓ Select this resource from within the course player. In the left-hand menu, select the Resources option, then More Resources. A new browser window will open containing the SkillBriefs.
- ✓ Please note that this option only provides the text and does not include graphs or pictures.

 **Learning Aids**

- ✓ This option provides individuals with the various scenarios used throughout the coursework.
- ✓ Select this resource from within the course player. In the left-hand menu, select the Resources option, then More Resources. A new browser window will open containing the Learning Aids.
- ✓ Please note that the scenarios are used to provide examples to learners and are provided to help answer questions within the coursework.

 **Follow-on Activities**

- ✓ This option provides individuals with tools to help in their current or future roles.
- ✓ Select this resource from within the course player. In the left-hand menu, select the Resources option, then More Resources. A new browser window will open containing the Follow-on Activities.

 **Job Aids**

- ✓ This option provides individuals with additional resources to help in their current or future roles.
- ✓ Select this resource from within the course player. In the left-hand menu, select the Resources option and Job Aids should appear in the list. If they are not listed here, select More Resources. A new browser window will open containing the Job Aids.

 **Glossary**

- ✓ This option provides individuals with an alphabetical list of terms found within the coursework.
- ✓ Select this resource from within the course player. In the left-hand menu, select the Resources option, then More Resources. A new browser window will open containing the Glossary.

 **Course Player Help**

- ✓ This option provides individuals with assistance in navigating the course player.
- ✓ Select this resource from within the course player. In the left-hand menu, select Help from the bottom of the list. A new browser window will open providing assistance in various areas within the course player.

For technical support, please visit:
support.skillsoft.com