



Registering for courses in the CSIRO SuccessFactors LMS (Learning Management System)

There are two main methods to register for courses in [CSIRO's Learning Management System](#) through (1) [the Learning Plan](#) if the course has been assigned to your learning plan or through (2) the [Catalogue search](#). This guide covers logging in which are common to both methods, and then details each method in turn.

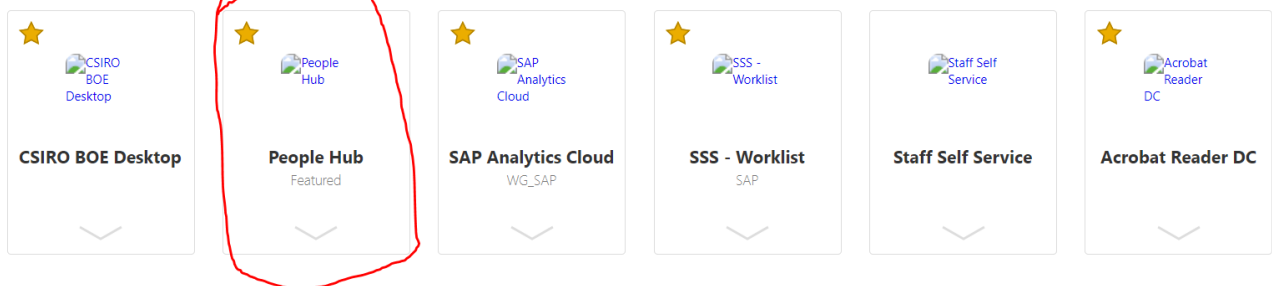
A. Logging in

1. If you're already logged into the CSIRO network, this is the [Direct link to the Learning Management System](#).
2. If you're not logged into the CSIRO network, access your Citrix workspace. On CSIRO computers, it will be located in your task bar.

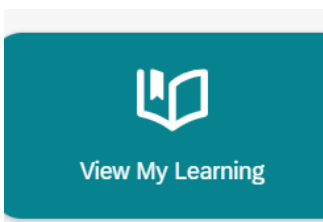


2. Select and log into People Hub. This should authenticate and log you in automatically through Single Sign On.

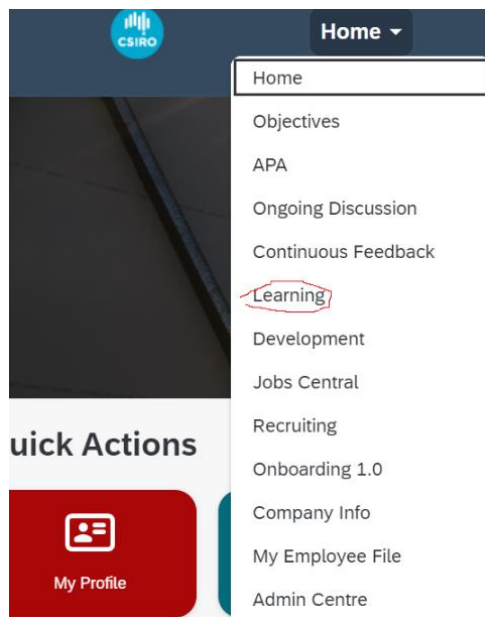
Favourites



3. Select *View My Learning* from the Quick Actions menu.



Alternatively, it can be found in the Home menu.



B. Through the Learning Plan

This is the easier method for mandatory learning that has been rolled out to your individual learning plan. Unfortunately, there is no easy way to identify optional courses attached to the iPhD Training Framework.

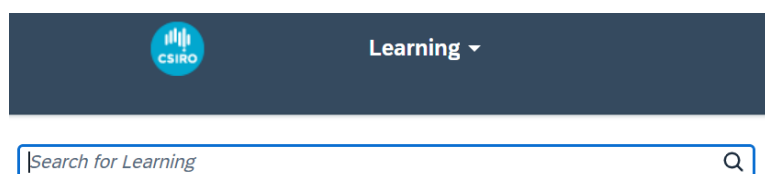
For all the mandatory training, these are easily viewable under *Required Learning*.

1. Look for the course title within your assigned learning plans. If a course has a class scheduled for registration, the *Register Now* button appears. Hit the *Register Now* button.
2. Hover over your preferred class date to select and click on your preferred date if there are more than one available.
3. Click on the preferred class and hit the *Register* button.
4. You're done! The LMS should send a confirmation email to your CSIRO email address.

C. Through the Search

Use this method if a course that you're looking for hasn't been assigned to your Learning Plan, or is an Optional course in the iPhD Training Framework.

1. Type "iphd" into the search bar. Click on the eyeglass to generate the results with iphd in the course title. (iPhD courses have been used here for illustrative purposes **only**, feel free to input other search terms to look for non-iPhD courses available in CSIRO.)



2. Select the course you want by clicking on the course title link.

30 results

Sort By Relevance



iPhD Orientation (iPhD)



Instructor-Led

For **iPhD** students only. Orientation for commencing students of the **iPhD** program. Understand your responsibilities and obligations, set expectations with respect to your...

1 hour • Estimated Free



iPhD Insights series (iPhD)



Instructor-Led

For **iPhD** students only. This series presents topical issues concerning the Industry PhD program and the broader industry, governmental, and university sectors....

1 hour • Estimated Free



Remote HDR study (iPhD)



Instructor-Led

For **iPhD** students only. This self-paced module is available any time. It focuses on coping with the isolation experienced when studying a research degree. Presented by **iPhD** and...

2 hours • Estimated Free



ON Launch Camp for Industry PhD (iPhD)



Instructor-Led

For **iPhD** students only. This mandatory course is the highlight of the **iPhD** Program. Set a context for your project as you learn about the impact framework. Understand your...

16 hours • Estimated Free



Entrepreneurship (iPhD)



Instructor-Led

"For **iPhD** students only. The study of entrepreneurship is multidisciplinary so this module will assist you in understanding not only the nature of entrepreneurship, who entrepreneu...

30 hours • Estimated Free

3. Once you've clicked onto the course title, all available classes will be shown. Click on the chosen class and date required. An example is shown below with two available classes.

iPhD Insights series (iPhD)

[Request a Class](#)

[Recomm](#)



Course Information

Type: Instructor-Led
Duration: 1.00 hours

Course Details

Description

For iPhD students only. This series presents topical issues concerning the Industry PhD program and the broader industry, governmental, and university sectors.

Upcoming Classes

Wednesday 24/07/2024 10:00	–	Wednesday 24/07/2024 11:00	Australia/Sydney	Free
Virtual Class				
Understanding your role in Industry Engagement				Unlimited
Monday 26/08/2024 10:00	–	Monday 26/08/2024 11:00	Australia/Brisbane	Free
Communicating as an iPhD student				Unlimited

[Request a Class](#)

Course Information

Course ID: LAD158001
Version: Version 1, 03/07/2023

4. After selecting the class, preview the class details and click the *Register* button. You're done! A calendar entry will be sent to your Outlook and another email from the LMS to confirm your registration.

[My Learning](#) / [iPhD Insights series \(iPhD\)](#) / [Available Classes](#) / [Class Details](#)

iPhD Insights series (iPhD)

621162 | Understanding your role in Industry Engagement

Wednesday 24/07/2024 –
10:00

Wednesday 24/07/2024
11:00

Free

Virtual Class
Unlimited

Registration closes 22/07/2024 at 17:00

[Register](#)

Agenda

All times are shown in your time zone (Australia/Sydney)

Day 1 : Wednesday 24/07/2024

10:00 - 11:00 Understanding your role in Industry Engagement

Instructors

Primary:
Myra Lee