

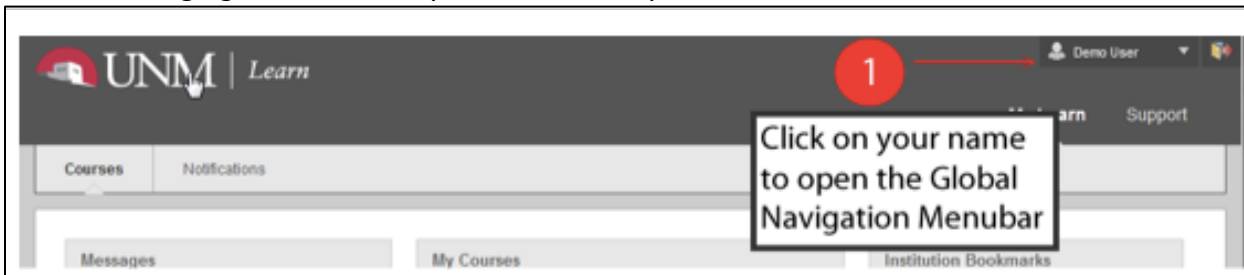


Using the Global Navigation Menu

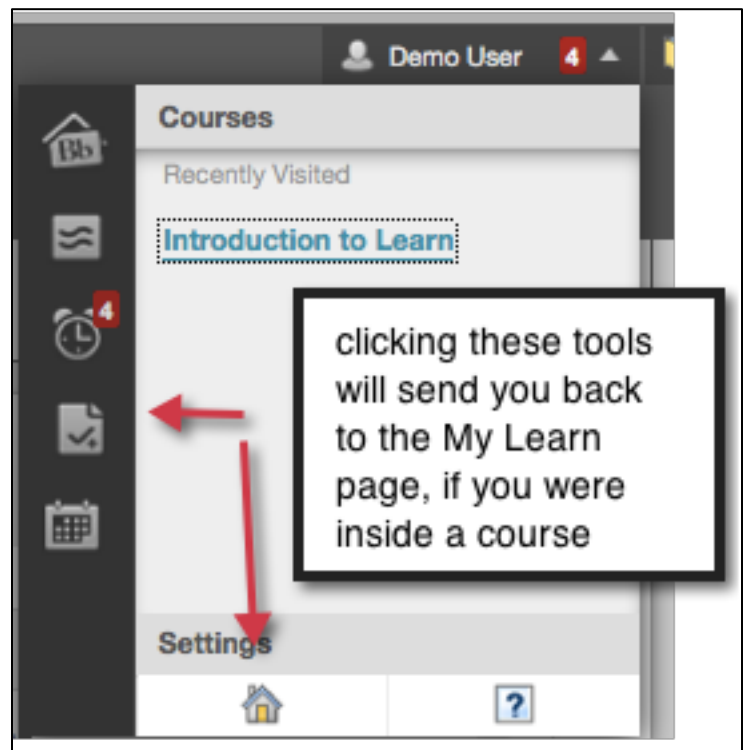
The global navigation menu is a quick, easy, and organized way to access recent happenings in your courses at a glance, instead of having to enter each course to see. Here you will see updates to Discussion Forum Postings, Announcements, your Grades and the Calendar.

Please note :

- These buttons will appear even if your instructor chooses not to use those tools.
- Course Messages or Email will not appear. See the My Messages module on the My Learn page or check your UNM preferred email account for email from the course. If you do not know which messaging tool is used in your course, ask your instructor!!



As soon as you click your name in the upper right corner, you will see a list of your courses. **If you are already in one of your Learn courses, you will have to return to My Learn to get back to your course – so be prepared for that!**

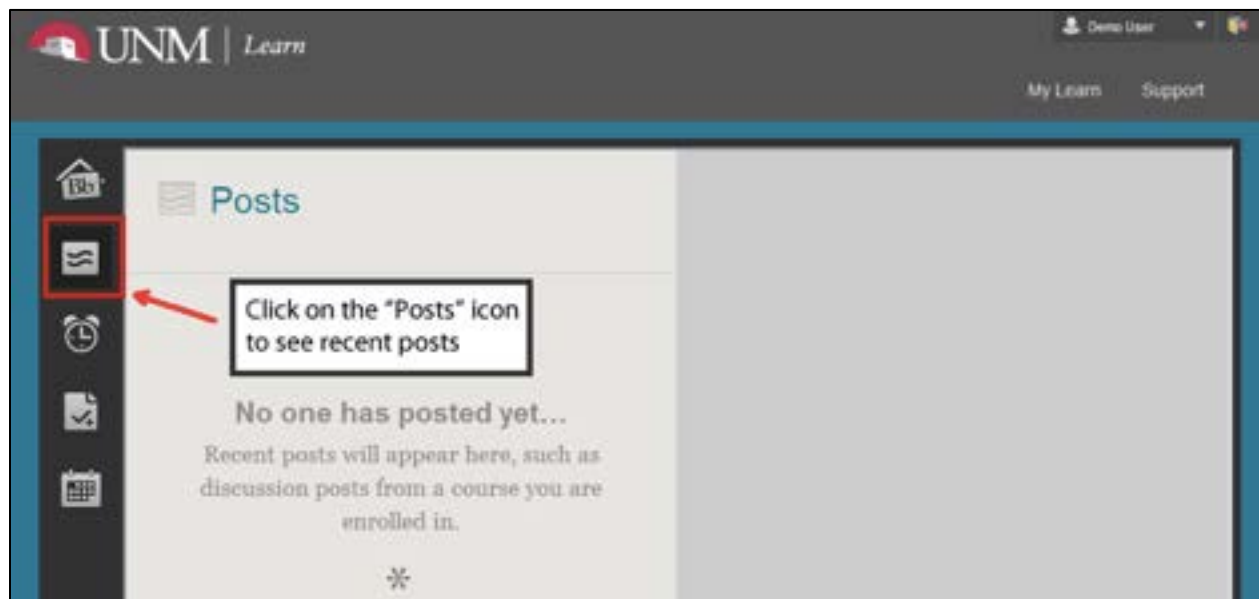
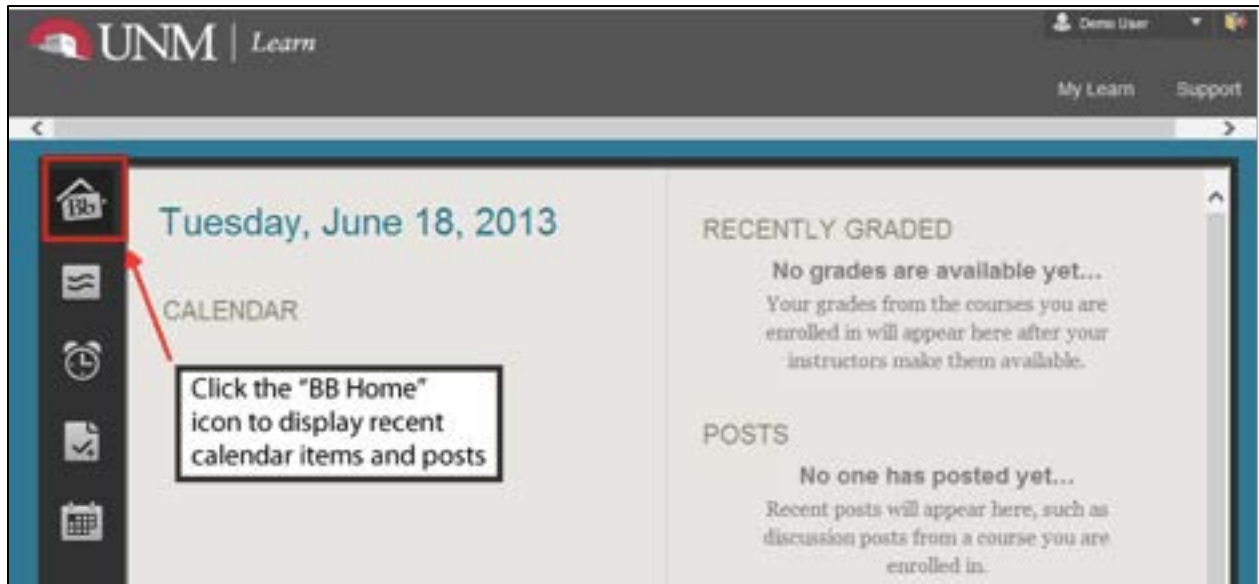




UNM

Extended Learning

Learn Support: 505.277.0857 Toll Free: 1.877.688.8817 Inside Learn – Create A Support Ticket





UNM | Learn

My Learn Support

Updates

All

ANNOUNCEMENTS

[System Announcement](#)

Can be customized to display different types of updates

System Announcement 7 days ago

Best practices for completing student work in UNM Learn [View](#)

UNM Learn is a web-based software application. As with any application, there are some best practices students can keep in mind to help deal with issues when they arise, and avoid pitfalls such as losing work.

For tips and best practices on working in UNM Learn, see [answer #6888](#) in StudentInfo. Here are some highlights from the article:

It is a good idea to compose long responses (e.g., for discussion and journal postings, e-mails, assignment submissions, etc.) offline in a separate application, such as Word, where you can save frequently. When you are finished, you can copy and paste your response into UNM Learn.

Be sure to plan your work around scheduled UNM Learn [outages](#). Once you begin a timed quiz or test, the test timer will continue to run until you submit the test, even if you close the test in the middle of it or lose your connection to it before submitting. The

Click the "Updates" icon to read recent updates and announcements

UNM | Learn

My Learn Support

My Grades

Date Course

50.00 Test 1 15 days ago

In Jane Erlandson (jane) - Sandbox 01

View all grades for this course

Grade **50.00**/100

[View Attempt](#)

Click on the "My Grades" icon to display your grades

You will see this button even if your instructor does not use the Grade Center.



The screenshot shows the UNM Learn calendar interface. On the left, there is a sidebar with navigation icons and a calendar for July 2013. The main area displays a calendar for June 2013 with various course events. A callout box with a white background and black border is overlaid on the calendar, containing the text: "Remove the checkmarks from courses that you don't want to see - or to isolate one class." Two red arrows point from the text to the checkboxes in the "CALENDARS" section on the left, which are currently checked for "Institution", "Personal", and "OLIT-593-00".

The screenshot shows the UNM Learn "My Learn" page. At the top, a callout box with a white background and black border contains the text: "Click on 'My Learn' to return to the list of your courses". A red arrow points from this text to the "My Learn" button in the top right corner of the page. Below the callout, the page displays the date "Tuesday, June 18, 2013" and a "RECENTLY GRADED" section with the message: "No grades are available yet... Your grades from the courses you are enrolled in will appear here after your instructors make them available."