

UVA Health System
Human Resources Center for Organization Development
NetLearning Web-Based Education Program
Quick Reference Guide

1. Go the following website: <https://www.hsc.virginia.edu/knowledgelinek/e-learning/>
2. Read the information on the screen and then click on “Enter NetLearning”.
3. Review this screen and then enter your Participant ID (your Full SSN), and your password is the last 4 numbers of your SSN.
4. Click on “Log In”.
5. A list of modules you have been assigned will appear.
6. Click on any module name to begin.
7. When you have finished a module, the system will take you back to your “Transcript”.
8. **Click on “CBLs to DO” to get back to the list of modules you need to complete.**
9. If you have any questions about your CBLs, please contact the GME Office at:
434-924-2047

DO NOT CHANGE YOUR ID OR PASSWORD.

**ONCE YOU HAVE COMPLETED YOUR MODULES, NOTIFY
Joyce Adkins @ jwa9a@virginia.edu or your Program Coordinator and the
transcript will be downloaded and placed in your file.**

You can not start work until all modules are completed!