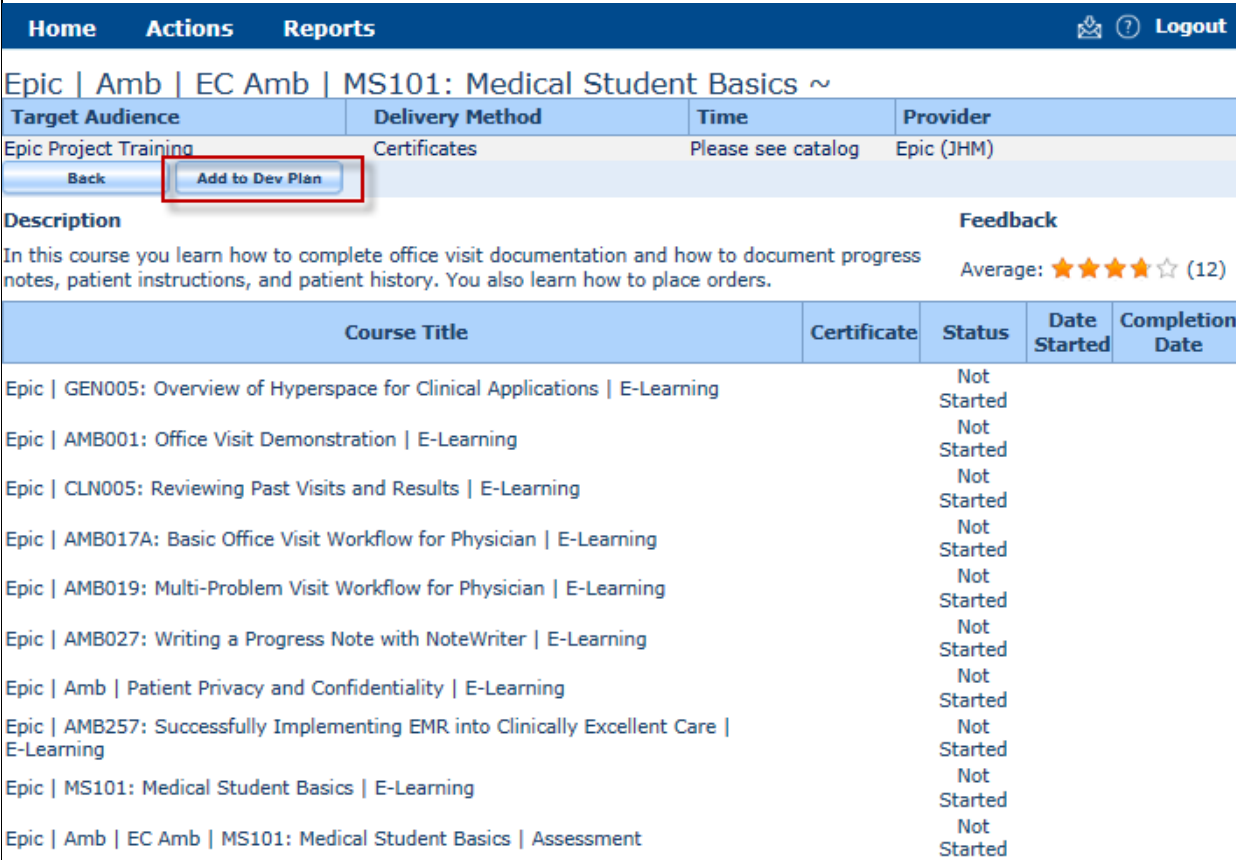


HOW TO ENROLL IN EPIC MEDICAL STUDENTS TRAINING

NAVIGATE TO THE COURSE

#	Instruction
1.	Using Internet Explorer, navigate to my.johnshopkins.edu and log in.
2.	From the menu on the left, hover over the Education icon, and click on the myLearning icon.
3.	A new window will open. On the left hand side, click on "Catalog".
4.	Click on the catalog tab in the main window.
5.	Click on "Epic". Please note the list is not in alphabetical order.
6.	Click on "Epic Amb EC Amb MS101: Medical Student Basics ~".

ENROLLING IN THE COURSE

#	Instruction																																																							
1.	<p>Click the "Add to Dev Plan" button.</p>  <p>The screenshot shows the Epic course page for "MS101: Medical Student Basics". At the top, there are navigation tabs: Home, Actions, Reports, and a Logout button. Below the navigation is the course title "Epic Amb EC Amb MS101: Medical Student Basics ~". A table displays course details: Target Audience (Epic Project Training), Delivery Method (Certificates), Time (Please see catalog), and Provider (Epic (JHM)). Below this table are two buttons: "Back" and "Add to Dev Plan", with the latter highlighted by a red box. Underneath is a "Description" section and a "Feedback" section showing an average rating of 4 stars out of 5 from 12 reviews. At the bottom, a table lists related courses with their status.</p> <table border="1"> <thead> <tr> <th>Course Title</th> <th>Certificate</th> <th>Status</th> <th>Date Started</th> <th>Completion Date</th> </tr> </thead> <tbody> <tr> <td>Epic GEN005: Overview of Hyperspace for Clinical Applications E-Learning</td> <td></td> <td>Not Started</td> <td></td> <td></td> </tr> <tr> <td>Epic AMB001: Office Visit Demonstration E-Learning</td> <td></td> <td>Not Started</td> <td></td> <td></td> </tr> <tr> <td>Epic CLN005: Reviewing Past Visits and Results E-Learning</td> <td></td> <td>Not Started</td> <td></td> <td></td> </tr> <tr> <td>Epic AMB017A: Basic Office Visit Workflow for Physician E-Learning</td> <td></td> <td>Not Started</td> <td></td> <td></td> </tr> <tr> <td>Epic AMB019: Multi-Problem Visit Workflow for Physician E-Learning</td> <td></td> <td>Not Started</td> <td></td> <td></td> </tr> <tr> <td>Epic AMB027: Writing a Progress Note with NoteWriter E-Learning</td> <td></td> <td>Not Started</td> <td></td> <td></td> </tr> <tr> <td>Epic Amb Patient Privacy and Confidentiality E-Learning</td> <td></td> <td>Not Started</td> <td></td> <td></td> </tr> <tr> <td>Epic AMB257: Successfully Implementing EMR into Clinically Excellent Care E-Learning</td> <td></td> <td>Not Started</td> <td></td> <td></td> </tr> <tr> <td>Epic MS101: Medical Student Basics E-Learning</td> <td></td> <td>Not Started</td> <td></td> <td></td> </tr> <tr> <td>Epic Amb EC Amb MS101: Medical Student Basics Assessment</td> <td></td> <td>Not Started</td> <td></td> <td></td> </tr> </tbody> </table>	Course Title	Certificate	Status	Date Started	Completion Date	Epic GEN005: Overview of Hyperspace for Clinical Applications E-Learning		Not Started			Epic AMB001: Office Visit Demonstration E-Learning		Not Started			Epic CLN005: Reviewing Past Visits and Results E-Learning		Not Started			Epic AMB017A: Basic Office Visit Workflow for Physician E-Learning		Not Started			Epic AMB019: Multi-Problem Visit Workflow for Physician E-Learning		Not Started			Epic AMB027: Writing a Progress Note with NoteWriter E-Learning		Not Started			Epic Amb Patient Privacy and Confidentiality E-Learning		Not Started			Epic AMB257: Successfully Implementing EMR into Clinically Excellent Care E-Learning		Not Started			Epic MS101: Medical Student Basics E-Learning		Not Started			Epic Amb EC Amb MS101: Medical Student Basics Assessment		Not Started		
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2. On the next screen, click the "Next" button to proceed.

Home Actions Reports ? Logout

Add to Learning Plan

Step 1: Review Enrollment

Click 'Next' to proceed..

Title and Medium	Availability
Epic Amb EC Amb MS101: Medical Student Basics "	Certificates Please see catalog Epic (JHM) \$0.00

Name:
Title:
Company: Johns Hopkins
Email:
Phone:
Objective:
Target Completion Date:

Back Next

3. Click "Done".

Add to Learning Plan

Confirmation

Click 'Done.'
Then select your course or its first module to begin!

Thank You! Your enrollment request has been received and added to your learning plan.
You will receive a confirmation of your enrollment via e-mail.

Title and Medium	Availability
Epic Amb EC Amb MS101: Medical Student Basics "	Certificates Please see catalog Epic (JHM)

Done Print

4. The next page will direct you to your learning plan. Scroll down till you see the course title listed. It will be under the self-enrollment section. Click the title and begin taking the modules.

Course Status Legend

■ - Not started
 ■ - Enrolled
 ■ - Incomplete
 ■ - Passing score not achieved
 ■ - Wait List

Auto-Enrollments			
Course Name	Status	Date Started	Completion Deadline
You have no required learning			

Self-Enrollments				
Course Name	Status	Date Started	Completion Deadline	Delete Enrollment
Epic Amb EC Amb MS101: Medical Student Basics ~	Not Started			
Epic IP Orders Medical Students - Trained in Ambulatory E-Learnings 100 ~	Not Started			✗

5. Repeat these steps to enroll in the “Epic | IP | Orders | Medical Students - Trained in Ambulatory E-Learnings 100 ~” course.

Thank you and please let us know if you have any questions or concerns!

Regards,

Johns Hopkins Clinical Education Epic Training Team
 Office: 443-997-0865
 Email: JHH-Epictraining@jhmi.edu

FOR INFORMATION REGARDING EPIC TRAINING, CLICK [HERE](#) FOR THE EPIC TRAINING PORTAL.

FOR ALL EPIC NON-TRAINING SUPPORT, CALL 410-614-EPIC OR CLICK [HERE](#) FOR THE EPIC SELF SERVICE PORTAL.