Upgrade Coming
March 9, 2015
Upgrade Timeline

• My LINC will be unavailable from 5 pm on Tuesday, March 3 until 6 am on Monday, March 9

• During the outage, My LINC will be unavailable to all users. Users will not be able to take eLearning courses, register for courses, view documentation, view training transcripts or view diplomas.

Note:
The ITS Service Center will have access to the heavily used step-by-step documentation.
Urgent Access Requests

Unit Liaisons may submit an ITS Service Center (4-Help) incident in urgent cases where a training waiver is needed for users who cannot complete required training due the My LINC blackout. These requests will be reviewed by the appropriate Central Office for approval. The following information must be included in the incident:

- Name and uniqname of person for whom the training waiver is being requested
- Unit Liaison's name and phone number
- Name of course(s) for which the training waiver is requested
- Business reason for requesting this waiver

Upon My LINC availability, users will be required to complete training by March 31, 2015 or their access will be revoked.
Communications

• During the week of February 23, announcements will be added to:
  • My LINC home page
  • Wolverine Access Announcements section
  • MPathways News section

• Information will be included in the March HRMS, SA and FIN Updates
Browser Support

- Internet Explorer 10 and 11
- Firefox 30
- Chrome 37
- Safari 7
Learner Home Page

This is your University of Michigan Learning and Information Center.

Announcement: My LINC has been successfully upgraded! Learn about the exciting changes in the My LINC upgrade: Overview of Changes document.

Video: Register for an Instructor-Led Course
Video: Register for an eLearning Course

Frequently Asked Questions

To Do

Catalog

Clery Campus Security Auth...
Health Management Resear...
HRE101 Unit: Viewing Employee Data
Career Development
CIPSEA Training
What’s New
In Learner Mode

• Responsive Layout for viewing on multiple formats
• Overall Look and Feel
• Navigation
• Auto-Suggesting Search
• Pop-Up Blocker Message and Start Button
• Restart/Review Option
• New Catalog Look
The overall look of My LINC has changed considerably for learners. Along with those changes, you will notice that the navigation has also drastically changed. To allow for responsive formatting across different formats, the navigation is now a “fly out” type of menu.

- When using a mouse, users will now hover over menu items until they get to their desired option. At that point they will click the menu item.
- When using a touch screen, users will navigate to the desired option by touching the appropriate menu item until they get to the desired item.
Auto-Suggest Search

The new Auto-Suggest search provides suggestions for learning activities based on what is entered into the Search field.
At long last, SumTotal has provided a solution for the dreaded pop-up blocker issue! If the system detects an enabled pop-up blocker, the learner will be prompted. At this point learners can either add My LINC as an exception or simply click the Start button to launch the course.

Note: If My LINC is not made an exception, the learner will receive this message anytime an eLearning course is launched.
When a learner re-launches a No Registration Required learning activity that was already completed, the system will prompt the user with an option to Restart or Review the content.

- Restarting the activity will record a new attempt
- Reviewing the activity will allow the learner to review the activity without creating a new attempt.
New Catalog Look
Manager Dashboard
What’s New
In Manager Mode

• Complete redesign of Manager Dashboard
• Easy Access to Training Transcripts
• User-friendly navigation to Employee View
• Quickly view Incomplete Assigned Training
Training Transcripts

Viewing an employee’s training transcripts is now a one click action.

From the Actions drop down, simply click the Transcripts link.
Employee View

Like accessing an employee’s transcript, accessing a view of an employee’s dashboard is just one click away.

From the Actions drop down, simply click the Employee View link.
Employee Exception Reports

From the Manager Dashboard, managers are able to quickly see if any of their employees have incomplete assigned training. If a manager wants to view the incomplete training, they simply generate the Employee Exception Report.

Access the Employee Exception report by clicking the Incomplete button.
• Learner Overview of Change:  
  https://maislinc.umich.edu/mais/html/MyLINC_OverviewChanges.html

• Manager Overview of Change:  
  https://maislinc.umich.edu/mais/html/MyLINC_ManagerChanges.html

Questions?