

#### Workíva | LEARNING HUB

Stay connected through learning.



# The Learning Hub

- Is a self-service portal that has dynamic search and filter capabilities.
- Browse collections to find relevant courses that are right for you!
- Learn with interactive courses and tons of up-to-date content.





### Access within the workiva Platform

From the Homepage, click the purple question mark to navigate to the Learning Hub.

#### Begin with Getting Started Collections

- Discover
- Series
- Workiva Platform
- Documents
- Spreadsheets
- Presentations

## Certifications



Search for training!

- Creating and Utilizing Wdesk Certifications
- Reviewing Certifications: Simplifying the Digital Sign-Off Process



- Certifications Overview
- Create a Certification Process
- Create and Edit Letter Templates
- Add Recipients to Certification Letters
- Approve Letters through Certifications
- Generate Reports in Certifications