PROJECT MANAGEMENT INSTITUTE

New Initiatives Communications

Study Hall Guide

NEW INITIATIVES COMMUNICATIONS

Study Hall User Guide

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Chapter 1

ICON KEY

Valuable information

Test your knowledge

PMI Study Hall

PMI Study Hall fits your daily schedule and rides with you to help relieve the stress of PMP prep. When logged into Study Hall, navigate to your dashboard at any time during your progress.

Navigating Your Dashboard

Save time in the future by saving a copy of this document on your local computer. Click the File menu, press SAVE AS… and select a location on your computer to save all pages of examples and instructions. Open this document to view it, and feel free to take notes in this document and mark them as comments.

Navigate to your dashboard. Select **Home** to see an overview of your progress.

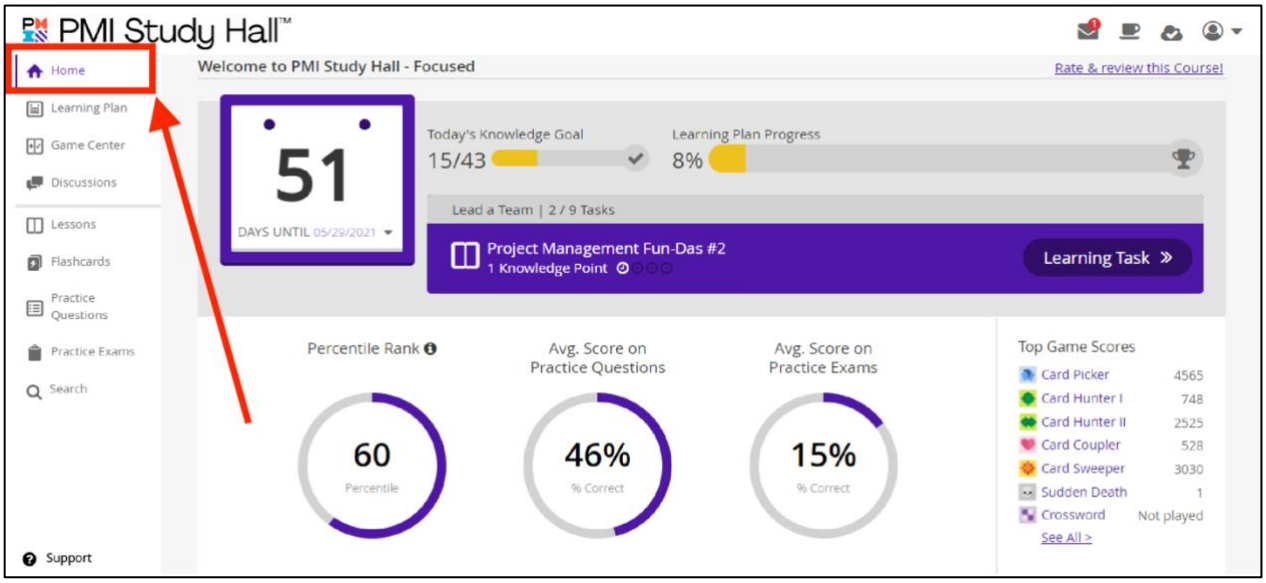

FIGURE 1.1: Shows an example of a user's dashboard. You can see current progress and awards for completed activities and quizzes.

How to Customize Your Dashboard

1. Select the "profile" icon in the top right-hand corner to view more options. The available options are:

- **Account**
- **Edit Dashboard View**
- **Team Centre**

About the "Profile" Icon
This icon appears on every page of the Study Hall for easy access.

2. Select the "profile" icon and click on **Edit Dashboard View**. From here, you can add and remove sections of your dashboard.

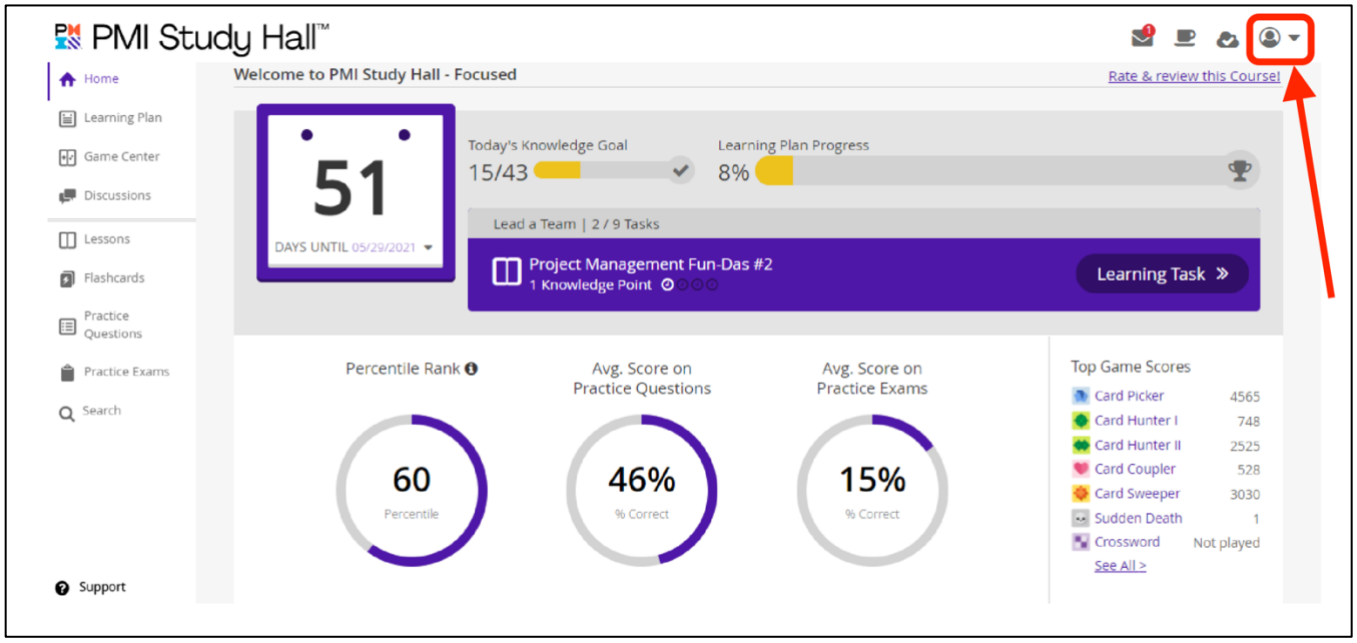

FIGURE 1.2: Select the profile icon to change the layout of your dashboard.

3. To change the style of your dashboard—from the Edit Dashboard view page, click the **paintbrush** icon. Choose custom colours and fonts and click OK to save.

Navigating Your Learning Plan

Come back to your learning plan at any time during your course.

The Learning Plan contains all your lessons, flashcards, practice questions, and sample exams. All lessons are divided into tasks and indicate the knowledge points you'll receive upon completion. View your current progress by selecting **Learning Plan** on your left-hand side menu.

From this view, you see which lessons you've passed, failed, or uncompleted.

Resume your course where you left off by selecting the **subject section** (1) and **lesson name** (2).

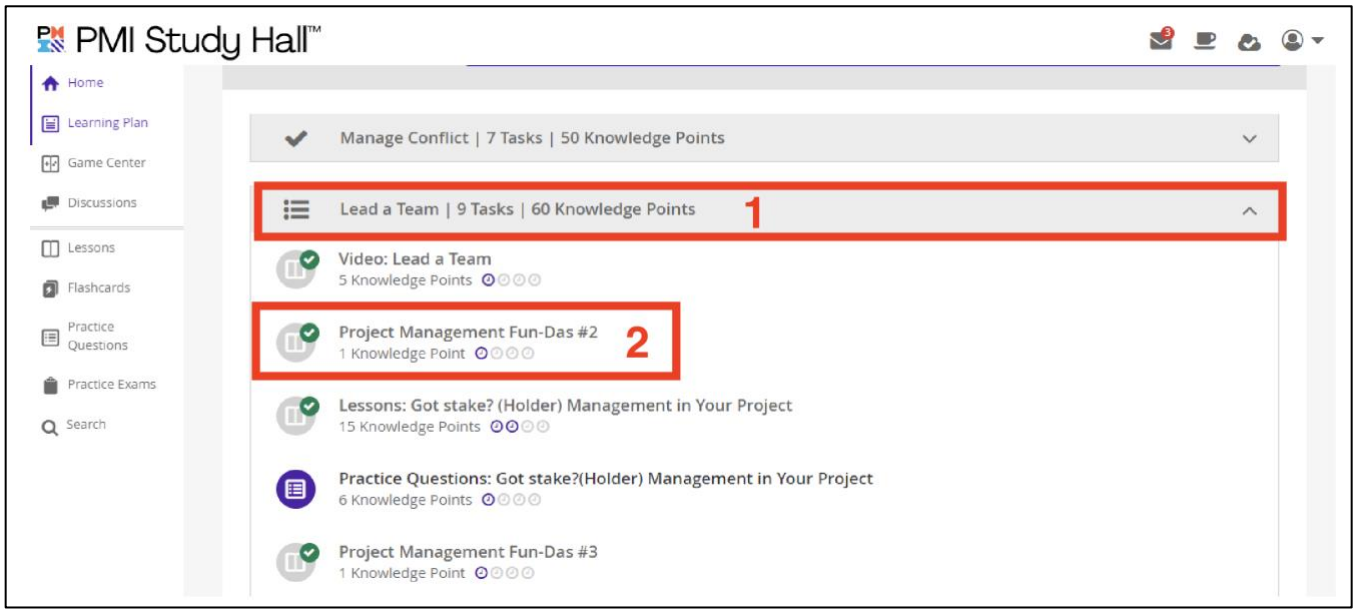

FIGURE 1.3 Sections of your learning plan view.