How to Register for BLS Skills Session: Appointment Session (Part 2) Workday

- 1. Log into Workday
- 2. Go to the Learning App



3. On the Right Hand Side of the Screen, click on "Topic" – located under Learning.

	Learn	
	Browse Learning	>
<	Topics	>
	Drop Learning Enrollment	>

- 4. Click on "Life Support Learning Center"
- 5. Click on "AHA BLS for Healthcare Provider Life Support Learning Center"



6. Click "Select Offering"



7. View the Offerings

Offerings 27 Items 😇 🖬 🗸								
Order	Select Offering	Start Date	End Date	Location	Instructor	Seats Available	Waitlist Available	Status
1		03/29/2021 11:00 AM GMT- 05:00 Eastern Time (New York)	03/29/2021 11:30 AM GMT- 05:00 Eastern Time (New York)	JEFFERSON PARK MEDICAL OFFICE BUILDING	Jose Larraburu	2 out of 2	No	Open
2		03/29/2021 11:30 AM GMT- 05:00 Eastern Time (New York)	03/29/2021 12:00 PM GMT- 05:00 Eastern Time (New York)	JEFFERSON PARK MEDICAL OFFICE BUILDING	Jose Larraburu	2 out of 2	No	Open
3		03/29/2021 12:00 PM GMT- 05:00 Eastern Time (New York)	03/29/2021 12:30 PM GMT- 05:00 Eastern Time (New York)	JEFFERSON PARK MEDICAL OFFICE BUILDING	Jose Larraburu	2 out of 2	No	Open
4		03/29/2021 12:30 PM GMT- 05:00 Eastern Time (New York)	03/29/2021 01:00 PM GMT- 05:00 Eastern Time (New York)	JEFFERSON PARK MEDICAL OFFICE BUILDING	Jose Larraburu	2 out of 2	No	Open
5		03/29/2021 01:00 PM GMT- 05:00 Eastern Time (New York)	03/29/2021 01:30 PM GMT- 05:00 Eastern Time (New York)	JEFFERSON PARK MEDICAL OFFICE BUILDING	Jose Larraburu	2 out of 2	No	Open
6		03/29/2021 01:30 PM GMT- 05:00 Eastern Time (New York)	03/29/2021 02:00 PM GMT- 05:00 Eastern Time (New York)	JEFFERSON PARK MEDICAL OFFICE BUILDING	Jose Larraburu	2 out of 2	No	Open

- 8. You can scroll through all of the dates or filter by date and location.
 - **a.** If you wish to filter by date, click on the box that says Start Date and add the date to the search field.

ngs 41 items =									
Order	Select Offering	Start Date	End Date	Location		Instructor	Seats Available	Waitlist Available	Status
		↑ Sort Ascending							
30		↓ Sort Descending				Jose Larraburu	2 out of 2	No	Open
31		Filter Condition * Is on v Value * MM/DD/YYYY E Filter				Jose Larraburu	2 out of 2	No	Open
32						Jose Larraburu	2 out of 2	No	Open
33						Jose Larraburu	2 out of 2	No	Open
34						Jose Larraburu	2 out of 2	No	Open
35		GMT-05:00 Eastern Time (New York)	GMT-05:00 Eastern Time (New York)	HOSPITAL		Jose Larraburu	2 out of 2	No	Open
36		02/18/2021 09:00 AM GMT-05:00 Eastern Time (New York)	02/18/2021 09:30 AM GMT-05:00 Eastern Time (New York)	NON-UVA LOCATION		Jose Larraburu	2 out of 2	No	Open
37		02/18/2021 09:30 AM	02/18/2021 10:00 AM	NON-UVA LOCATION		Jose Larraburu	2 out of 2	No	Open

9. Select the offering you wish to register for.

10. Click Ok.

11. Review your selection. Double check the date, time and location that you are registering for.

AHA BLS for Healthcare Provider Remote Site								
Tue, Feb 16, 2021, 10:30 AM Eastern Time (New York) - 11:00 AM Eastern Time (New York)								
Location NORTHRIDGE BUILDING								
BLS Skills Sessions (Part 2) that are completed at the UVA Remote Site locations. The AHA BLS Heartcode online course (Part 1) must be completed prior to the skills session.								
Lessons 1 item \Xi 🖬 🖍								
Lesson	Туре	Date	Instructor	Location	Address			
AHA BLS for Healthcare Provider Remote Site	Instructor Led / Classroom Training	Tue, Feb 16, 10:30 AM - 11:00 AM Eastern Time (New York)	Jose Larraburu	Northridge	2955 Ivy Road Charlottesville, VA			
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- 12. Click Submit.
- 13. Click Done.