

VUMC Student Guide to Clinicals

Spring 2018

Deadline

Claim VMC VUNet ID

- Watch for an email from noreply@vanderbilt.edu by December 11th
- Open and follow instructions by 12/15 to claim your VMC VUNet ID
- Failure to claim VUNet ID by 12/15/17 will delay clinical start date

**December 15,
2017**

Complete assigned eStar online training

- You will have access to the site on or before December 16, 2017.
- You can pause and return to where you stopped at any point.
- Failure to complete training by 12/31/2017 will delay clinical start date.

**December 31,
2017**

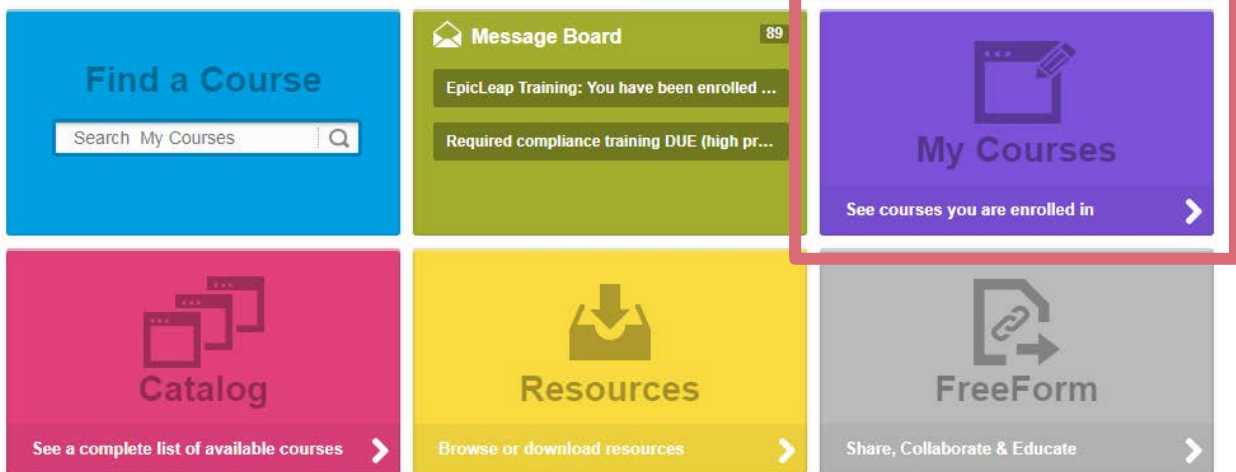
Badge Selfie Uploaded to the VUMC Card Office

- Click here for the [VUMC Card Office Photo Upload](#) using your VUNet ID.

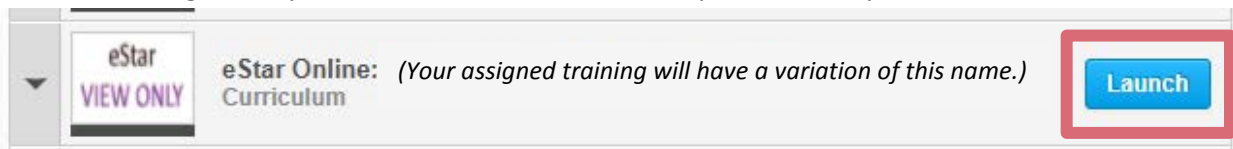
**December 31,
2017**

How to access eStar Training in the Learning Exchange

1. Use your VMC VUNet ID to log into [The Learning Exchange \(https://learningexchange.vumc.org\)](https://learningexchange.vumc.org)
2. From this home screen, navigate to “My Courses”



3. Launch the “eStar Online” training that you have been assigned based on your student needs. Use the launch button again to open each of the individual lessons you must complete.



4. Lessons include videos, narration, and knowledge checks.

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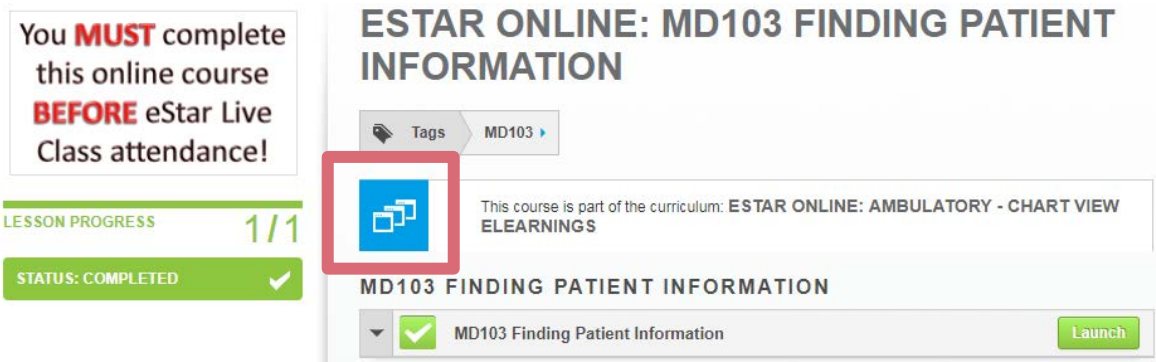
- When you launch a lesson, it will open a video or set of slides that you must view in their entirety. Follow prompts on the screen and in the narration to play videos, answer knowledge checks, and navigate within the lessons.

Listen carefully to the videos, as instructors may prompt you with specific actions you must take in order to continue through the video.

- Some videos may have no audio. It may pause between slides to allow you time to follow along. You may have to manually continue to the next slide using the arrow keys or play button at the bottom.



- When you have completed a lesson, it will become green in your Learning Exchange portal. Select the stacked lesson button to navigate back to your list of lessons.



- You must complete *all lessons within your assigned training* in order for eStar access to be activated. Completed courses will appear green. *If you clicked out of a course early and it still appears blue, launch again to complete!*

Green means good!

