Buckeyes Band Together for Wellness Program Aid

**BuckeyeLearn** is an online training tool for use university-wide, enabling learning and training opportunities to be easily accessed and tracked for the university community of faculty, staff and student employees. A curriculum is a collection of learning objects and activities in **BuckeyeLearn**.

**Accessing Curriculum in BuckeyeLearn**

1. Access the **Buckeyes Band Together for Wellness: Physical Dimension, Physical Activity Curriculum**
2. If you are prompted to do so, log in with your name.# credentials
3. This will take you to the **Buckeyes Band Together for Wellness: Physical Dimension, Physical Activity Curriculum**

**Complete Introduction Section**

*Note: If you have already completed this for another Buckeyes Band Together for Wellness Curriculum, you do not have to complete it again and can skip to the next section, Locate Additional Sections.*

1. Scroll down and click **View Details** for Buckeyes Band Together for Wellness Introduction

2. Click **Activate** to activate the Pre Program Survey
3. Click **Launch** to open the Pre Program Survey (Note: You may have to disable a pop-up blocker to launch this survey)

4. Once you have completed the survey, click on the Launch drop-down and select **Complete** to move on to the next item

5. You will see that the Pre Program Survey is checked complete

6. Complete additional training and activity sections listed

**Complete Required Sections**

*Note: You cannot access addition sections until you mark the Pre Program Survey Complete*

1. Click on the next section, **Physical Dimension of Wellness: Physical Activity**, on the left-hand side under Buckeyes Band Together for Wellness
2. Sections in the curriculum include
   a. Physical Dimension of Wellness: Physical Activity (4 of 4 required)
      i. This includes the audio module, learning objectives, and evaluation
   b. Physical Activity Tracking (1 of 2 required)
      i. Complete 1 of the 2 options for tracking your physical activity
   c. Additional Resources (optional)
3. Complete each training section listed above, once all requirements are completed you will see a checkmark
4. Complete the activities the same as you did for the Introduction
   a. Click Activate to activate the learning object or activity
5. Click on Launch to open the learning object or activity

Note: In order to view the entire description, click on the drop-down arrow and select View Training Details
6. After completing the item, click on the Launch drop-down and select Complete to move on to the next item.

7. Repeat steps 1 through 3 for the remaining items in the section to Activate, Launch, and Complete learning objects.

8. Once you have completed the learning objects in the section, select the next section from the left-hand side.

Access your Transcript in BuckeyeLearn
To access your Transcript in BuckeyeLearn and continue reviewing this curriculum

1. Access your Transcript in BuckeyeLearn
2. If you are prompted to do so, log in with your name.# credentials
3. Locate the Buckeyes Band Together for Wellness: Physical Dimension, Physical Activity Curriculum
4. Click on Open Curriculum
5. Continue to complete the curriculum