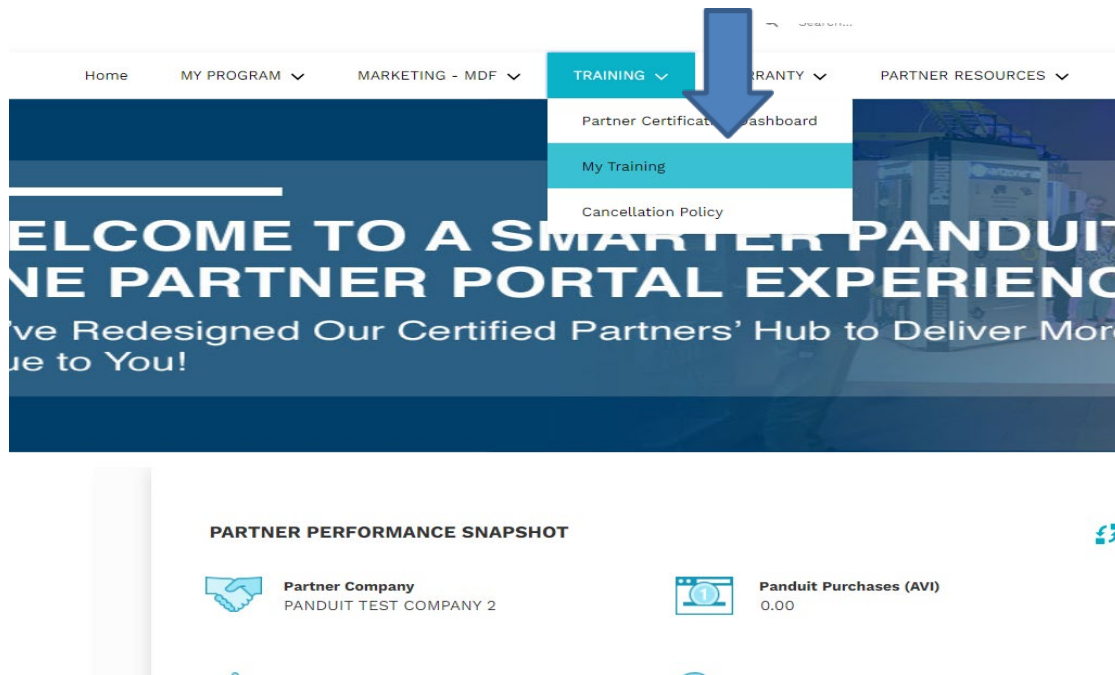# Panduit Learning Central:
How to Purchase & Assign Training
There will be a 6 hour gap between completing training and the certificate being available
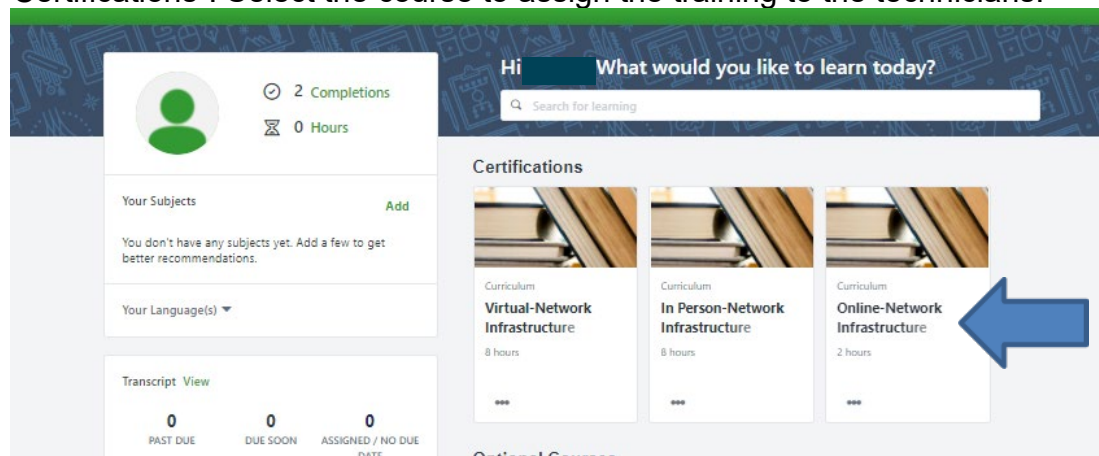
Step 1: Navigate to My Training

Partner Admin will log in to The Hub https://partners.panduit.com and click "Training" in the top navigation, then click "*My Training*".

Step 2: Select a Course to Assign

Partner Admin will see their available training(s) for assigning training under "Certifications". Select the course to assign the training to the technicians.

Step 3: Register the Training for Users (*skip to step 4 if you already had the training assigned to yourself)

After selecting a course, the Partner Admin should click "Request" to register for the course. After clicking "Request", the Partner Admin can add additional technicians to their cart for a user(s).

CURRICULUM

Online-Network Infrastructure Cabling Develop Online

Last Updated 12/17/2021   Duration 4 hours

Details

This curriculum will enable Panduit ONE Partners to sell comprehensive Network Infrastructure solutions on Panduit's behalf. Students will begin by familiarizing themselves with the functional areas of a Network Infrastructure. Then, they will explore Panduit's available Enterprise and Data Center solutions and products, the role of these products within a telecommunications network, and the features, benefits, and applications of Panduit's top-selling Network Infrastructure products.

Show More

Contents   2 Trainings

ONLINE CLASS   Why Panduit?

ONLINE CLASS   Network Infrastructure Cabling Develop Online Course

Network Infrastructure Cabling Develop
Online-Network Infrastructure Cabling Develop Online

~~$199.00~~

Request

Click here to register yourself for the course first

Step 4: Add Training to Cart

Click the drop-down arrow under Open Curriculum and select add to cart to purchase the Training for user(s)

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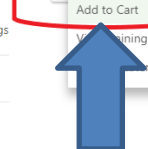
Network Infrastructure Cabling Develop
Online-Network Infrastructure Cabling Develop Online
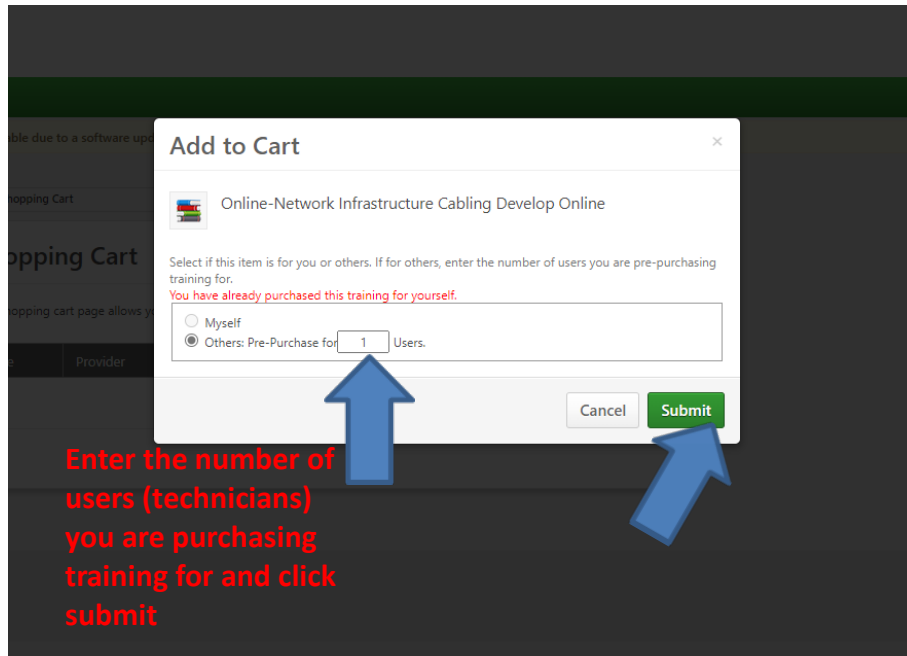
In Progress

~~$199.00~~

Open Curriculum

Add to Cart

View Training Details

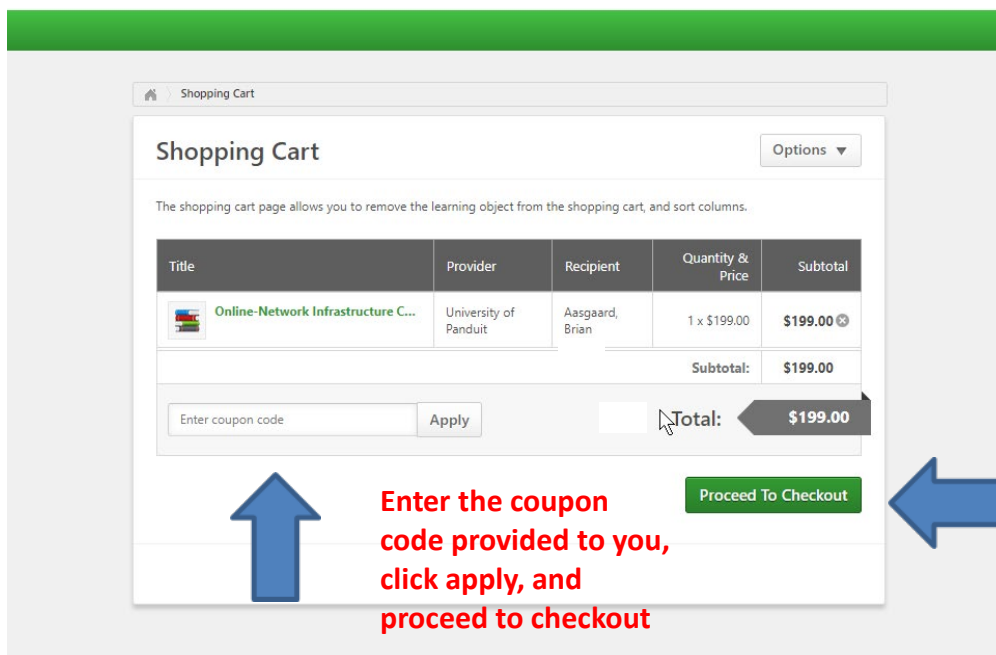## Step 5: Verify User(s) assigned Training

Verify the number of users (technicians) you are purchasing training for and click submit

Add to Cart

Online-Network Infrastructure Cabling Develop Online

Select if this item is for you or others. If for others, enter the number of users you are pre-purchasing training for.
You have already purchased this training for yourself.

○ Myself
● Others: Pre-Purchase for 1 Users.

Cancel   Submit

Enter the number of users (technicians) you are purchasing training for and click submit

Step 7: Verify the course(s)apply coupon code and Proceed to Check out

Shopping Cart

Shopping Cart   Options ▼

The shopping cart page allows you to remove the learning object from the shopping cart, and sort columns.

Title	Provider	Recipient	Quantity & Price	Subtotal
Online-Network Infrastructure C...	University of Panduit	Aasgaard, Brian	1 x $199.00	$199.00 ⊗
			Subtotal:	$199.00

Enter coupon code   Apply   Total: $199.00

Enter the coupon code provided to you, click apply, and proceed to checkout

Proceed To Checkout

Click to finalize your purchase

Step 8 : Assign Training to Users

After clicking "Place Order", the Partner Admin should click "E-Commerce" in the navigation bar, and select "manage inventory". This will allow the Partner Admin to choose their user(s) for the course assignment.

Click E-Commerce and select Manage Inventory to assign

Click the arrow to choose the user(s) that you'd like to

**Active Users in the Company will be listed. Click the checkbox next to user's name to assign the course. Make sure the Current Status is None; any other status such as: In progress, Registered or Completed means the course has been already assigned.

Click the box next to the user(s) that you're assigning training and click submit