

Sprint LearningX (SLX) Manager Access (Show Reports)



A screenshot of the Sprint Learning X Manager Access interface. The top navigation bar includes the Learning X logo, a user profile for 'Christina S', and a 'Sales' button. Below the navigation bar, there are three tabs: 'Show reports', 'Show classes', and 'Assign learning'. The 'Show reports' tab is selected and highlighted with a red box. A red arrow points from the 'Manager Access' icon in the top navigation bar to the 'Show reports' tab. Another red arrow points from the 'Show reports' tab to the 'Detailed' report category in the left sidebar. The main content area displays a list of report categories: 'Detailed', 'My Team', 'By Management', and 'By Stores'. Under the 'Detailed' category, there is a list of report types: 'Class attendance report', 'Completion report', 'Compliance report', 'Lesson detail report', and 'User report'. Each report type has a right-pointing arrow next to it.

Click the Manager Access icon to show reports, show classes, and assign training.

Click Show reports. Select the report category (Detailed, My Team, By Management, By Stores).

The reports available for that category display.

(This screen is an example of the Detailed reports available.)

Sprint LearningX (SLX) Manager Access (Show Reports)

A screenshot of the Sprint Learning X Manager Access interface. The page title is 'Learning X' and the user is logged in as 'Cristina S'. The main navigation tabs are 'Show reports', 'Show classes', and 'Assign learning'. The left sidebar shows 'Detailed' and 'My Team' sections, with 'By Management' selected. The main content area shows a 'Select org/team' section with three levels of management selection. Level 1 is 'Draper, Brandon', Level 2 is 'Nolan, Tracy', and Level 3 is 'Jones, Jaime'. A dropdown menu is open for Level 3, showing a list of names: Chung, Suehyan; Garcia, Annie; Hidalgo, Claudio; Jacobs, Annette; Jones, Donna; Jones, Jaime (highlighted); and Jones, Tobias. Below the dropdown is a 'Get results' button. A red arrow points from the text 'Click Get Results.' to the 'Get results' button.

In the By Management category, you can select the management level hierarchy to drill-down.

Click Get Results.



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A screenshot of the Sprint Learning X Manager Access interface. The page title is 'Learning X' and the user is logged in as 'Christina S'. The navigation menu includes 'Show reports', 'Show classes', and 'Assign learning'. The main content area is titled 'Detailed' and has a sidebar with 'My Team', 'By Management', and 'By Stores'. The 'By Stores' section is active, showing a 'Select store:' section with three dropdown menus: 'Level 1: Central', 'Level 2: Kansas', and 'Level 3: 49935 - KANSAS CITY MO - 1601'. Below this, a message says 'Get results for the store at 49935 - KANSAS CITY MO - 1601:' and a 'Get results' button is highlighted with a red arrow pointing to it.

In the By Stores category, you can select the store level hierarchy to drill-down through the regions and markets.

Click Get Results.



Sprint LearningX (SLX) Manager Access (Show Classes)



Learning X

Back > Manager Access

Show reports Show classes Assign learning

Classes:

Roster	Class ID	ST	City	Class Name	Begin Date	End Date
+	76992	AK	TEST CO	class bla new	6/30/2019 12:00am	6/30/2019 12:00am
	76412	AZ	Tucson	Sprint Training Camp	5/27/2019 9:00am	6/13/2019 6:00pm
	76427	AZ	Phoenix	Sprint Training Camp	6/3/2019 7:00pm	6/20/2019 6:00pm
					6/8/2019 9:00am	6/8/2019 7:00pm
					7/8/2019 9:00am	7/25/2019 6:00pm
					5/20/2019 10:00am	6/6/2019 7:00pm
					5/27/2019 10:00am	6/14/2019 7:00pm
					5/27/2019 10:00am	6/13/2019 7:00pm

Search 362 results found

ST Start Date End Date TMZ...

Curriculum...

Instructor...

Show classes allows you view available classes to add students to the roster.

Select the Class Name hyperlink to display the class details and add to the roster.



Sprint LearningX (SLX) Manager Access (Show Classes)



Classes:

Roster	Class ID	ST	City	Class Name	Begin Date	End Date
	76952	AK	TEST CO	class bla new	6/3/2019 10:00am	6/20/2019 7:00pm
	76412	AZ	TUCSON	sprint training camp	6/3/2019 10:00am	6/20/2019 7:00pm
	76427	AZ	Phoenix	Sprint Training Camp	6/3/2019 10:00am	6/20/2019 7:00pm
	76953	AZ	Tempe	Julie for Big R to Test	6/3/2019 10:00am	6/20/2019 7:00pm
	76411	AZ	Phoenix	Sprint Training Camp	6/3/2019 10:00am	6/20/2019 7:00pm
	73906	CA	Corona	Sprint Training Camp	6/3/2019 10:00am	6/20/2019 7:00pm
	74635	CA	San Ramon	Sprint Training Camp	6/3/2019 10:00am	6/20/2019 7:00pm
	76404	CA	Downey	Sprint Training Camp	6/3/2019 10:00am	6/20/2019 7:00pm
	76407	CA	Westminster	Sprint Training Camp	6/3/2019 10:00am	6/20/2019 7:00pm
	76422	CA	West Hollywood	Sprint Training Camp	6/3/2019 10:00am	6/20/2019 7:00pm
	74934	CA	San Jose	Sprint Training Camp	6/3/2019 10:00am	6/20/2019 7:00pm
	74982	CA	Fresno	Sprint Training Camp	6/3/2019 10:00am	6/20/2019 7:00pm

On the Roster tab, enter the learners name or ID and search (click magnifying glass) to add learners.



Sprint LearningX (SLX) Manager Access (Assign Learning)



Select Assign learning. Select to assign training by My Team, By Management, or By Stores.



Sprint LearningX (SLX) Manager Access (Assign Learning)



The screenshot shows the 'Assign learning' interface in the Sprint Learning X system. The user is logged in as 'Christina S' and is in the 'Human Resources' section. The interface has three tabs: 'Show reports', 'Show classes', and 'Assign learning'. On the left, under 'My Team', there are two options: 'By Management' (selected) and 'By Stores'. The main area is titled '1 Select org/team:' and contains five dropdown menus for 'Level 1' through 'Level 5'. The selected values are: Level 1: Brandon Draper, Level 2: Tracy Nolan, Level 3: Jaime Jones, Level 4: Matthew Chappell, and Level 5: Eric Couch. Below these is a section titled '2 Assign training for direct reports of Matthew Chappell:' with a blue 'Assign training' button. A red arrow points to this button.

To assign By Management, drill-down the levels.

Click Assign training.



Sprint LearningX (SLX) Manager Access (Assign Learning)



Search the Learning Catalog

Assignments

Course: GST Mobile Selling Skills ←

Assignment #: 142740008

Assign the Course: GST Mobile Selling Skills

Assign all +

John	<input type="checkbox"/>
Eric	<input type="checkbox"/>
Steven E	<input type="checkbox"/>

Search for the desired learning object (i.e. GST) and click Search.

Click on the learning object title. The list of learners displays. Select individual learners or Assign all.

