

#### Job Aid Overview

This Job Aid is to assist with how to access P.A.C.E courses in RDU during lab week at Roche.

#### Section(s):

- 1. Section 1 (Page 3): Non-Registered Users
- 2. Section 2 (Page 4): Registered Users

#### Notes:

- RDU = Roche Diagnostic University
- A Non-Registered user is any user that has never logged into RDU before.
- A Registered Users is a user that has a RDU account, and has logged into the system.
- Please proceed to the appropriate section for your user case.
- For additional resources for RDU, click on the following link: <u>https://go.roche.com/bestpracticeguide\_rdu</u>



Section 1: Non-Registered Users

Step/Instruction- Non-Registered Users		
1. Register for DiaLog and the RDU eService by following the listed steps here.		
Is IL® TT-00461-04_DiaLogRegistration		
<b>Roche</b> DiaLog <i>Registration Quick Reference Card</i>		
Step 1		
<ul> <li>2. After following the steps and registering successfully, login to RDU via the following link: <u>go.roche.com/rdu-mylearning</u></li> <li>Use your chosen email and newly created password from step 1.</li> </ul>		



Step/Instruction- Non-Registered Users		
rochediagnP2, or yo	gin using SuccessFactors for you username and password	
Strohla	0	
<b>~</b>	3	
	Log in	
S	Step 2	
3. On the landing page of RDU, locate th	ne PACE Content Library tile.	
My Learning My Classes		
Find Learning     My Learning Assignments       Cythet dryow wert is LEARN today?       Co       Browne all courses       Ouick Tips to Get Started       If you have questions after reading the tips and recommendations below, please contact us at 1:40-48-2336 or email thu communications@iroche.com.       1. Use the Find Learning If to tootet and book yourself into the various type of thing and education for which to search in the field on the tip e and click [Gol button or click on	er series e 602 Routine Roche proudly offers eLearning content with P.A.C.E accreditation.	



Step/Instruction- Non-Registered Users				
	PACE Content Library			
	(P.A.C.E.)			
	Roche proudly offers eLearning content with P.A.C.E accreditation.			
	1. Click here or on the PACE image.			
	<ol> <li>After completing a course, return to the My Assignments area and complete the P.A.C.E survey.</li> </ol>			
	<ol> <li>Your certificate of completion can be printed from the History tile by clicking "View All' and choosing the Printer icon for the related course.</li> </ol>			
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	Step 3			
	"Click here" hyperlink or click on the blue P.A.C.E image to access the ontent that's associated with P.A.C.E.			
	PACE Content Library			
	PACE)			
	Roche proudly offers eLearning content with P.A.C.E accreditation.			
	1 Click here or on the PACE image.			
	<ol> <li>After completing a course, return to the My Assignments area and complete the P.A.C.E survey.</li> </ol>			
	<ol> <li>Your certificate of completion can be printed from the History tile by clicking "View All" and choosing the Printer icon for the related course.</li> </ol>			
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	Step 4			



Step/Instruction- Non-Registered Users				
5. Once you find the course that you need to take, click on "Start Course"				
Antibiotic Stewardship (279-798) (ELEARN 338945)	Sexual Health Today: Implications for t (ELEARN 338944)			
Start Course ↓ More	Start Course ↓ More			
Ste	ер 5			
6. The content will load and launch in a new window. Select Start Course Note: You will have two windows open, one for the RDU Content Structure, and one for the content itself.				
Si Roche Diagnostics University – L ×         Inters:/ridu.plateau.com/icontent/self-managed/rdu/NAM/Non_Product/MSA/MD-2021/338945/33894         rdu.plateau.com/icontent/self-managed/rdu/NAM/Non_Product/MSA/MD-2021/33894				
	ntibiotic Stewardship   ACE Presentation 279-798			
st	ART COURSE DETAILS V			

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Step/Instruction- Non-Registered Users				
sure Pop-ups are a While the course is When you complete	Return to Content Details Page (Back) Ill open up automatically. If the window does not open, make Nowed for this site and begin the course. open, do not close, refresh, or navigate from this page. the content and/or close the content window you may return to aunch the content again or return to the content page.			
Launch Again	Learning Home   Completed Work			
<ul> <li>7. Once you review the content, the course will close, so that you may take any assessment (quiz and/or exam) associated to the course. You may or may not have a green checkmark next to the content you reviewed prior to the assessment.</li> <li>a. If you have to leave the content page at any time, you can access where you left by clicking on Continue Course from the My Learning Assignments tile on the landing page.</li> <li>b. To view the content structure of the course, on the RDU Content Structure, click on Return to Content Details Page (Back). Content will appear once you complete the previous content.</li> </ul>				
ELEARN 369959     Revision: 1 - 2/27/2023 04:01 PM US/     Instructions     Click the links below to access course content. To     Note for PA.C.E. Approved Content	return to your learner homepage, click the "Home" tab above.			
(To verify #PA.C.E. credit is associated for this it        After passing the assessment, click the "Home" it        After three unsuccessful attempts or exiting the associated of the second term of of term o	em, click the Home tab and then click the Item title for details.) as above to complete the PA.C.E. course evaluation to receive credit. assessment window before your third attempt, the Item will be locked. ssessment until you complete the PA.C.E. course evaluation.			

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Step/Instruction- Non-Registered Users				
My Learning Assignments				
Keyword Course name or ID Select All   All Assignment Types				
CONTINUE COURSE Antibiotic Stewardship (279-798) ELEARN 338945 Self-Assigned				
Step 7a				
← <u>← Back</u> Online Content Structure				
Antibiotic Stewardship (279-798)				
ELEARN 338945 Revision: 3/9/2021 08:30 AM US/Eastern				
Return to Content Details Page (Back)				
<ul> <li></li></ul>				
Launch Again Learning Home   Completed Work				
Step 7b				
<ol> <li>Once you have reviewed the content and have taken any applicable assessments, you will then see a P.A.C.E Evaluation link. Click on "Start Survey" from the My Learning Assignment tile.</li> </ol>				



Step/Instruction- Non-Regist	ered Users		
	PACE Evaluation For Course What's Next? Transitioning from EUA to IVD Assays for	SARS-CoV-2	
	Step 8		
<ul> <li>9. Once you complete the survey, you will then have credit for the course.</li> <li>To access your P.A.C.E certificate, on the landing page, go to Learning History&gt;View All.</li> <li>Find the course, and then click on the certificate icon.</li> </ul>			
	Learning History		
	View All		
	MOST RECENTLY ADDED		
	cobas 6000 Operation and Installation 🗸		
	COBAS INTEGRA 400 Plus Basic Operator 🗸		
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Step/Instruction- Non-Registered Users						
	Completion Date * $\downarrow$	Title		Status All 🗸	Action	
	3/20/2023 05:22 PM	8		COMPLETE	ē	
	3/20/2023 05:11 PM	8	c	COMPLETE	ē	
	3/15/2023 02:41 PM	ű		COMPLETE	ē	
			Step 9			
•	<ul> <li>A note about P.A.C.E. P.A.C.E recognizes contact hours and not CEU's.</li> <li>Contact hours are based on an actual clock hour. 10 contact hours = 1 CEU, and 1 contact hours = .10 CEU's.</li> <li>Your certificate for P.A.C.E has both contact hours and CEU's calculated. The amount shown is correct for each course entered into the system.</li> </ul>					U,
			Step 10			



Section 2: Registered Users

Step/Instruction- Registered Users				
<ol> <li>Login to RDU directly by navigating to <u>go.roche.com/rdu-mylearning</u> using your chosen email and password.</li> <li>If you have forgotten your password, please click <u>here</u> and follow the steps on page 3.</li> </ol>				
RDU Roche Diagnostics University				
Please log in to begin using SuccessF <b>rochediagnP2</b> , or yo <mark>y</mark> can <u>enter a diff</u> <u>company ID</u> . Both your username and are case-sensitive.	ferent			
S strohla	(?)			
<b>~</b>	(?)			
Log in				
Step 1				
2. On the landing page of RDU, locate the PACE Co	ontent Library tile.			
Ny Learning         My Classes         Learning +				
Find Learning            (What do you want to LEARN today?             Go             Cutck Tips to Get Started             Hyou have questions after reading the tips         and recommendations below, please         contact (as t.1-door 28/2330 or enail         rdu communications glifter, below         year         and recommendations below, please         contact (as t.1-door 28/2330 or enail         rdu communications glifter, below         year         with to search in the field on the         the que dick (s.g) buttory citck on	PACE Content Library  FACE Content Library  Roche proudy offers eLearning content with PA.C.E accreditation.  1. Click here or on the PACE image.  2. After completing a course, return to the My Assignments area and complete the PACE arvey.  3. Your certificate of completion can be printed from the History tile by clicking "View All" and choosing the Printer kon for the related course.			



/Instruction	
	PACE Content Library
	RACE.
	Roche proudly offers eLearning content with P.A.C.E accreditation.
	1. Click here or on the PACE image.
	2. After completing a course, return to the <b>My Assignments</b> area and complete the P.A.C.E survey.
	<ol> <li>Your certificate of completion can be printed from the History tile by clicking "View All' and choosing the Printer icon for the related course.</li> </ol>
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	Step 2 "Click here" hyperlink or click on the blue P.A.C.E image to access t
	" "Click here" hyperlink or click on the blue P.A.C.E image to access t content that's associated with P.A.C.E.
	"Click here" hyperlink or click on the blue P.A.C.E image to access t
	" "Click here" hyperlink or click on the blue P.A.C.E image to access t content that's associated with P.A.C.E.
	*Click here" hyperlink or click on the blue P.A.C.E image to access the content that's associated with P.A.C.E.
	"Click here" hyperlink or click on the blue P.A.C.E image to access to content that's associated with P.A.C.E. PACE Content Library
	*Click here" hyperlink or click on the blue P.A.C.E image to access to content that's associated with P.A.C.E. PACE Content Library Roche proudly offers eLearning content with P.A.C.E accreditation. 1 Click here or on the PACE image. 2. After completing a course, return to the My Assignments area and complete the
	*Click here" hyperlink or click on the blue P.A.C.E image to access the content that's associated with P.A.C.E. PACE Content Library  Roche proudly offers eLearning content with P.A.C.E accreditation.  Click here or on the PACE image.  After completing a course, return to the My Assignments area and complete the P.A.C.E survey.  Your certificate of completion can be printed from the History tile by clicking "View Alf"

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Step/Instruction- Registered Users					
4. Once you find the course that you need to take, click on "Start Course"					
Antibiotic Stewardship (279-798) (ELEARN 338945)	Sexual Health Today: Implications for t (ELEARN 338944)				
Start Course ↓ More	Start Course ↓ More				
Ste	ep 4				
5. The content will load and launch in a new window. Select Start Course Note: You will have two windows open, one for the RDU Content Structure, and one for the content itself.					
<ul> <li>Sí Roche Diagnostics University → L × +</li> <li>Interpr//rduplateau.com/icontent/self-managed/rdu/NAM/Non_Product/MSA/MD-2021/338945/3389</li> <li>rdu.plateau.com/icontent/self-managed/rdu/NAM/Non_Product/MSA/MD-2021/3389</li> </ul>					
Antibiotic Stewardship   PACE Presentation 279-798					
s	TART COURSE DETAILS V				



Step/Instruction- Registered Users				
Conline Content Structure				
Antibiotic Stewardship (279-798) ELEARN 338945 Revision: 3/9/2021 08:30 AM US/Eastern Return to Content Details Page (Back)				
Launch Again Learning Home   Completed Work				
<ul> <li>6. Once you review the content, the course will close, so that you may take any assessment (quiz and/or exam) associated to the course. You may or may not have a green checkmark next to the content you reviewed prior to the assessment.</li> <li>c. If you have to leave the content page at any time, you can access where you left by clicking on Continue Course from the My Learning Assignments tile on the landing page.</li> <li>d. To view the content structure of the course, on the RDU Content Structure, click on Return to Content Details Page (Back). Content will appear once you complete the previous content.</li> </ul>				
CL: Early Identification of Heart Failure in Patients with Diabetes CL: Early Identification of Heart Failure in Patients with Diabetes ELEARN 369959 Revision: 1 - 2/27/2023 04:01 PM US/Eastern CLICK the links below to access course content. To return to your learner homepage, click the "Home" tab above.				
Note for PA C.E. Approved Content (To verify if PA C.E. credit is associated for this item, click the Home tab and then click the item title for details.)        Aher passing the assessment click the "Home" tab above to complete the PA C.E. course evaluation to receive credit.        After three unsuccessful attempts or exiting the assessment until you complete the PA C.E. course evaluation to receive credit.        After three unsuccessful attempts or exiting the assessment until you complete the PA C.E. course evaluation.         >-Not will not see a green checkmark next to the assessment until you complete the PA C.E. course evaluation.         >       3/15/2023         Click here - Self Study         3/15/2023       Early Identification of Heart Failure in Patients with Diabetes Assessment				
Step 6				

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Step/Instruction- Registered Users						
My L	earning Assignments	🔳 🔳 so	rt By Date   Priority 🖓 Filter			
Кеу	yword Q Course name or ID	Select All	All Assignment Types 🔹			
∽ DUE	ANYTIME					
	Antibiotic Stew ELEARN 338945 & Self-Assigned	vardship (279-798)				
Step 6a						
← <u>← ⊟ad</u> Online	Content Structure		0			
E	Antibiotic Stewardship (279-798) ELEARN 338945 Revision: 3/9/2021 08:30 AM US/Eastern					
		Return	n to Content Details Page (Back)			
	sure Pop-ups are allowe While the course is open, When you complete the co	n up automatically. If the window does not op d for this site and begin the course. do not close, refresh, or navigate from this pa ontent and/or close the content window you m the content again or return to the content pa	age.			
[	Launch Again	Learning	g Home   Completed Work			
Step 6b						
<ol> <li>Once you have reviewed the content and have taken any applicable assessments, you will then see a P.A.C.E Evaluation link. Click on "Start Survey" from the My Learning Assignment tile.</li> </ol>						



Step/Instruction- Registered Users						
	PACE Evaluation For Course What's Next? Transitioning from EUA to IVD Assays for	SARS-CoV-2				
Step 7						
<ul> <li>8. Once you complete the survey, you will then have credit for the course.</li> <li>To access your P.A.C.E certificate, on the landing page, go to Learning History&gt;View All.</li> <li>Find the course, and then click on the certificate icon.</li> </ul>						
	Learning History					
	View All					
	MOST RECENTLY ADDED					
	cobas 6000 Operation and Installation 🗸					
	COBAS INTEGRA 400 Plus Basic Operator 🗸					
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Step/Instruction- Registered Users							
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	3/20/2023 05:11 PM	8	c COMPLETE	ē			
	3/15/2023 02:41 PM	œ	COMPLETE	6			
Step 8							
<ul> <li>9. Your certificate will then be generated.</li> <li>A note about P.A.C.E. P.A.C.E recognizes contact hours and not CEU's.</li> <li>Contact hours are based on an actual clock hour. 10 contact hours = 1 CEU, and 1 contact hours = .10 CEU's.</li> <li>Your certificate for P.A.C.E has both contact hours and CEU's calculated. The amount shown is correct for each course entered into the system.</li> </ul>							
Certificate of Completion This certifies that Arnanda Strohl Has successfully completed CL: Early Identification of Heart Failure in Patients with Diabetes Completed on 3/15/2023 Contact Hours: 0.50 CEU: 0.50 CEU							
Step 9							