



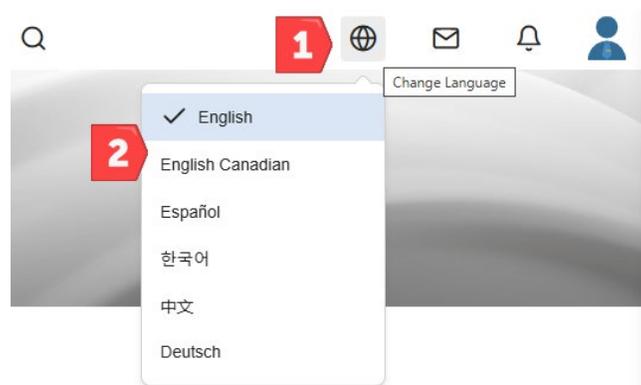
Changing Your Preferred Language

You can change the language for courses as well as navigation in the LMS.

Changing Language for LMS Navigation

Follow the steps outlined below to change your preferred language for navigating the LMS. This setting changes the preferred language of all areas of the user interface. Including menus, toolbars, certificates, etc. Nearly all aspects of your navigation in the system will be updated, except for the language which courses are presented.

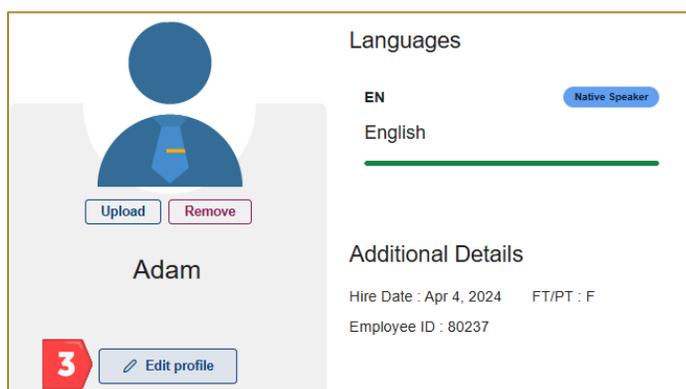
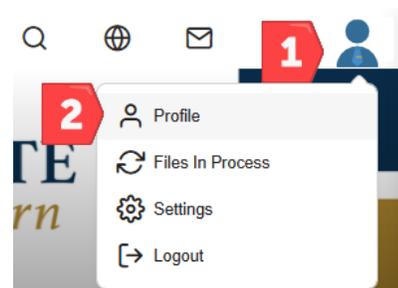
1. In the top menu bar, click on the globe icon.
2. Clicking on this opens a drop-down menu with all currently offered languages available. Select your option from this list.



Changing Course/Learning Path Language

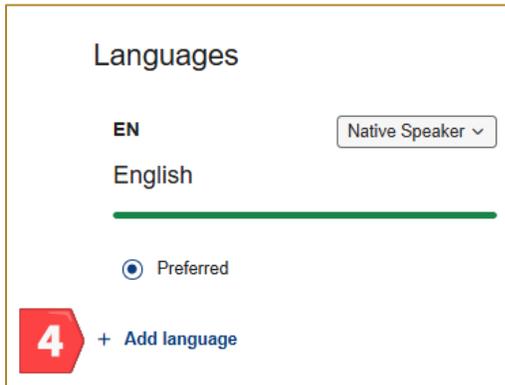
Follow the steps outlined below to change your preferred language and update the language of your Courses and Learning Path directly from your profile.

1. Click on your profile image in the top navigation menu.
2. Select **Profile**.
3. Click on **Edit Profile**.





- Click on **Add language**.



Languages

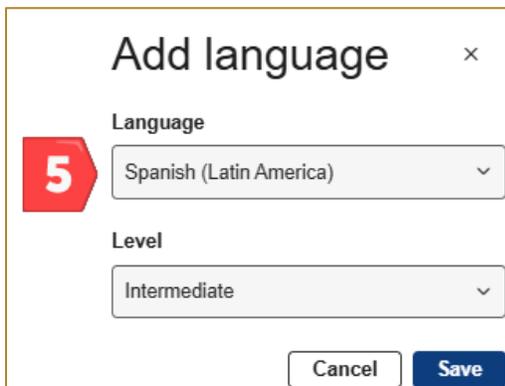
EN Native Speaker ▾

English

Preferred

4 + Add language

- Choose from the listed language options and fluency level. Then, click **Save**.



Add language ×

Language

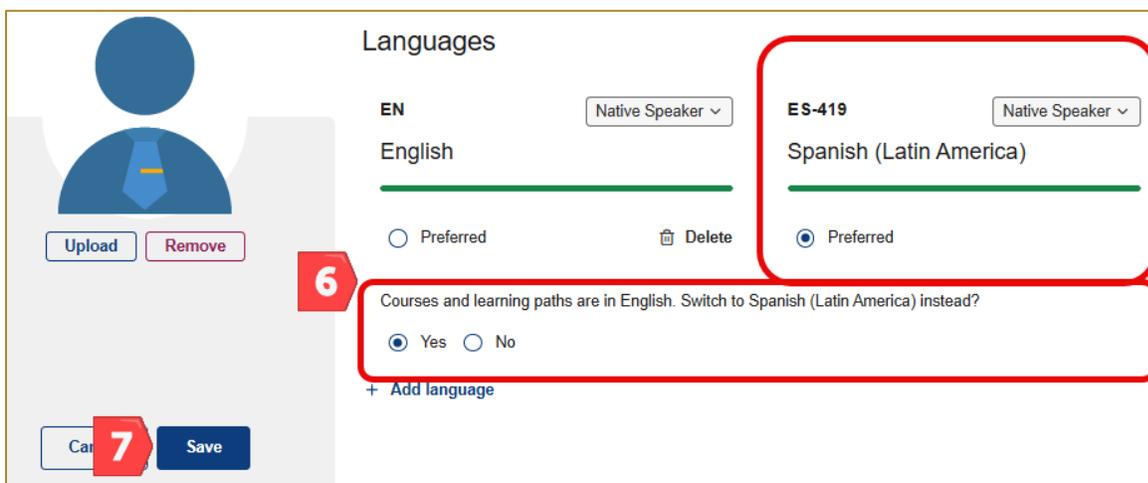
5 Spanish (Latin America) ▾

Level

Intermediate ▾

Cancel Save

- Select the language as Preferred. Then, select **Yes** to change the course and learning path language to your new preferred language.
- Click **Save** to apply your changes.



Languages

EN Native Speaker ▾

English

Preferred

6 Courses and learning paths are in English. Switch to Spanish (Latin America) instead?

Yes No

+ Add language

ES-419 Native Speaker ▾

Spanish (Latin America)

Preferred

7 Cancel Save

