

CUES Learning Portal



Marking Content Complete

Purpose:

By completing content and marking it as complete you are helping yourself know which content you've already completed within the CUES Learning Portal. You're also directly helping your organization by providing accurate information towards how much content you have completed.

Marking Content Complete

After you've finished a piece of content (article, video, podcast, etc.), click "Mark Complete" within the content page or on the check icon on the content card.

Laura Gibbs shared this with you

Video · 7 minutes · YouTube

Four Quadrants of Time Management

96 1 1

Darryl Cross shares the secrets of the four quadrant time management model in this video.

Mark Complete

Show comments (0)

Dr. Darryl Cross
Time Management
How to find more hours in your day

Video · 7 minutes · YouTube

Four Quadrants of Time Management

Checkmark icon

Completing a Pathway

Within a pathway will you need to mark each piece of content as complete to receive your completion certificate.

Click on “Mark Complete” after you’ve completed the corresponding content. Once all the Content in a section has been marked complete, the section will be marked as completed.

Note: We recommend marking every item as complete as you go through the pathway.

○ Completed 0 of 3

Video YouTube
Daniel Goleman Introduces Emotional Intelligenc...
The author explains his theories of emotional intelligence.
[Mark Complete](#)

Article 4 minutes
Emotional Intelligence — Why is it Important?
The concept of emotional intelligence has become a very hot topic of psychological research in recent years, especially in regards to how it affects today's workforce.
[Mark Complete](#)

Article 4 minutes
10 Reasons Why Emotional Intelligence Is Critica...
Many of us believe great leaders are born, specifically, we attach certain characteristics to our version of what we believe is successful. So, what are the key traits most of ...
[Mark Complete](#)

Completed

Video YouTube
Daniel Goleman Introduces Emotional Intelligenc...
The author explains his theories of emotional intelligence.
[Completed +0.12 pts](#)

Article 4 minutes
Emotional Intelligence — Why is it Important?
The concept of emotional intelligence has become a very hot topic of psychological research in recent years, especially in regards to how it affects today's workforce.
[Completed +0.18 pts](#)

Article 4 minutes
10 Reasons Why Emotional Intelligence Is Critica...
Many of us believe great leaders are born, specifically, we attach certain characteristics to our version of what we believe is successful. So, what are the key traits most of ...
[Completed +0.18 pts](#)

To receive your certificate after completing a pathway, scroll down to the last item within the Pathway and click on the link to access the certificate request form.

This section contains only additional learning items, which do not count toward your overall pathway progress.

OPTIONAL Post
[Request Your Pathway Certificate of Completion](#)
Once you have completed this pathway in full, simply click the link below and complete the form to request a Pathway Certificate of Completion. We will confirm your completion and will email you the certificate. Certificate of...
[Completed +0.05 pts](#)

Viewing Completed Content

To view content you have already completed, click on “Profile” on the top left within the navigation bar.



Next, click on the “Collection” tab. This will show you all content you’ve marked as complete.

Overview Skills **Collection** Assignments Shared Saved Pathways Plans Groups Activity

Type Skill (20) Provider (4) Date

Post
Request Your Pathway Certificate of Completion

Post
Share Your Feedback

Course · Lynda · Subscription
Leading with Emotional Intelligence

Book · 282 Pages · GoogleBooks
Emotional Intelligence 2.0

The screenshot shows a user interface for viewing completed content. At the top, there is a navigation bar with tabs: Overview, Skills, Collection (highlighted), Assignments, Shared, Saved, Pathways, Plans, Groups, and Activity. Below the tabs is a filter bar with dropdown menus for Type, Skill (20), Provider (4), and Date, and a search icon. The main content area displays a grid of four items, each with a blue checkmark icon indicating completion. The items are: 1) A post titled "Request Your Pathway Certificate of Completion". 2) A post titled "Share Your Feedback". 3) A course from Lynda.com titled "Leading with Emotional Intelligence". 4) A book from GoogleBooks titled "Emotional Intelligence 2.0".