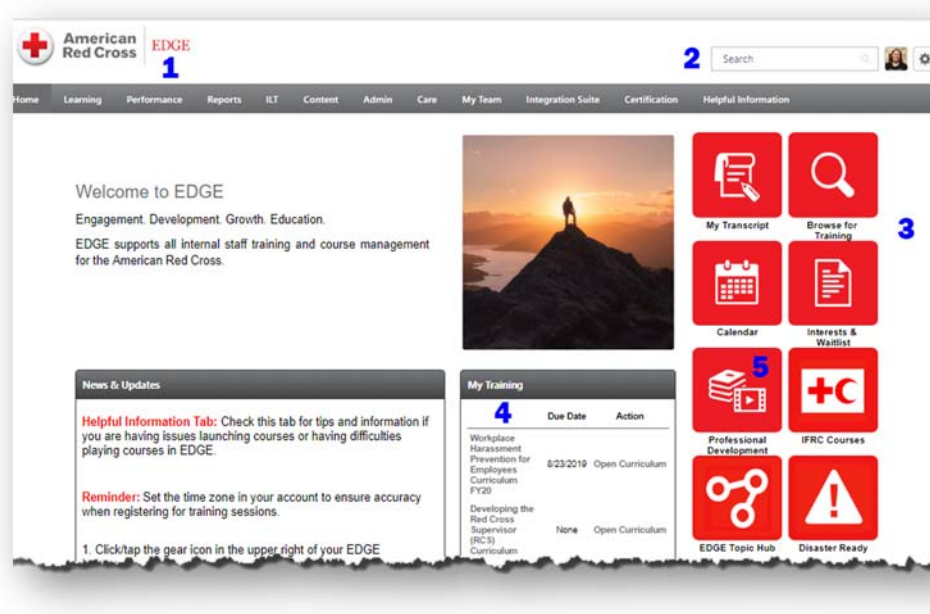




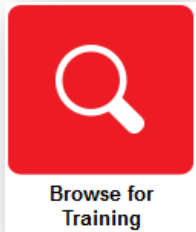
Introduction

Welcome to **EDGE**: Engagement, Development, Growth and Education! EDGE supports all internal staff training and course management for the American Red Cross. Employees will access EDGE by a central Red Cross@Work portal on The Exchange. Volunteers will access EDGE through Volunteer Connection. EDGE houses training for all Red Cross employees and volunteers. EDGE will help manage instructor-led courses, deliver web-based training, and enable blended learning programs using collaborative tools when and where you need them. Regulated training and certification management for Biomed staff will also be housed in EDGE.

Navigation



	Feature/Description
1	<p>Tabs allow you to navigate to other pages within the portal. There are also tabs that are only visible for managers, such as Reports and My Team. The tabs you see may be different from other users depending on your system permissions.</p> <p><i>Note: Return to the Home page at any time by clicking the American Red Cross logo at the top of the page.</i></p>
2	<p>Menu bar allows you to access Search, Universal Profile and My Account</p> <ul style="list-style-type: none"> • Search <input type="text" value="Search"/> allows you to type key words to locate learning objects • Universal Profile  is where you can view and update your Bio, Access Transcript details and view Action items • My Account  enables you to update your Account Preferences (i.e. language), access Help and Log Out
3	<p>Tiles allow you to launch information relating to the topic, including: My Transcripts, Browse for Training, Calendar, Interests and Waitlists, etc. The tiles you see may be different from other users depending on your position, line of business, and system permissions.</p>
4	<ul style="list-style-type: none"> • My Training – lists due date and action items
5	<p>Professional Development – Employees have access to Professional Development which is all of the content formerly housed in the Learning Hub, such as books, videos, skill briefs, job aids and webinars</p>



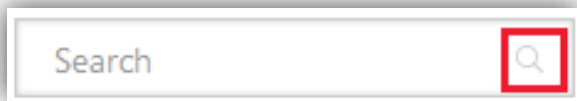
Browse for Training

There are several ways to browse for training.
From the EDGE Home page:

- Click the **Browse for Training** tile.
- Click the **Learning tab** > **Browse for Training**.
- Type the name of the **learning object** in the **Search** field in the upper right corner and click **Enter**.

Global Search

Global Search provides access to all learning objects within the EDGE as well as the ability to narrow your search by Training, Certifications and People. Click the magnifying glass icon in the search field to access Global Search.



Technical Requirements

EDGE supports the following Web browsers:

- Microsoft Edge for Windows 10
- Internet Explorer (IE) 11 and greater
- Apple Safari 10 and greater
- Latest Mozilla Firefox
- Latest Google Chrome

Employees also will be able to access EDGE through the Red Cross@Work icon in Virtual Workplace.