

How Do I Add Supplemental Learning to My CWU Learning Transcript?

This guide will walk you through adding a supplemental learning experience to your CWU HR Learning Transcript within MyCWU.

Step by Step Instructions

- Login to https://my.cwu.edu
- Select the 'Learning' Tab along the top
- Next, select 'Supplemental Learning' from the Quick Links pagelet:



• From the drop-down, choose the type of supplemental learning you would like to add and click on the 'Add Supplemental Learning' button

Delayna B	Book Certificate	
Supplemen	Conference Leadership Conference	in the standard learning catalog.
Select Si	On the Job Training	
	Professional Training	
*Туре	 Select Skill Development Training Webinar 	
* Required F	ield	
	Add Supplemental Learning	



• Complete fields with an asterisks (*): Title, Description, Status and Start and End Dates

Delayna Breckon	General Attributes	Contact U
Supplemental Lea	ning Details	
*Title		
*Description		
	254 characters remaining	
*Status	Select ~	
Туре	Conference	
*Start Date	10/30/2023	
*End Date	10/30/2023	
Additional Information		

• Click 'Save'