Registering for and Completing the SAP Hospital/Health System Reporting Training in the Duke LMS

2. At the Duke LMS Home screen, in the Catalog Search field, type “variance”.
3. Next, in the Starting field, click the drop down and select “Any Date”.
4. Click Search.

5. Scroll through the results to find the SAP Hospital/Health System Reporting course. Select the offering for the desired date.

6. Click Register.
7. At the Confirmation page, click the Go to In-Progress Learning link.

8. Click the View Details button.
9. Read the course description. Note the no show fee policy statement.

10. Click the View All Sessions button.

11. Note the start and end time and Instructor. Please note: in most instances sessions will be facilitated by one of the instructors listed along with functional area experts when appropriate.