



How to Create Professional Learning Network Account

The California Community Colleges Professional Learning Network (PLN) is designed for California community college employees to access free learning resources and connect with peers. **Lynda.com is now available through the PLN.**

- Mt. SAC will no longer provide access to Lynda.com directly, so your existing Lynda.com account will no longer work.
- If you wish to use Lynda.com you must now create an account with and log into the PLN.
- If you already had a Lynda.com account through Mt. SAC, you still need to create an account on the PLN.

Step 1: Go to the POD online Training Website: www.mtsac.edu/pod/training/online.html#

Click on Professional Learning Network link



Step 2: **Locate and Click on** “Login/Register” link (located on top right hand side of page)

Step 3: Register

LOGIN / REGISTER

Welcome to the Professional Learning Network

Login

Username or E-mail

Password

Keep me signed in

Login

[Forgot your password?](#)

Register

Once you've registered, an email will be sent to you within 30 minutes instructing you to verify your email address. Please check your junk/spam folder if it does not arrive in your inbox. If you do not receive the verification email, please contact us at support@prolearningnetwork.org

Username

First Name

Last Name

E-mail Address

Password

Confirm Password

Phone Number

Job Classification

Job Function

CCC Affiliation

Once you have registered you will receive a notification to activate your email.

Step 4: **Open** email used to register. **Click** on the link to activate email

Thank you for signing up with Professional Learning Network. To activate your account, please click the link below to confirm your email address:

http://email.prolearningnetwork.cccco.edu/c/eJx9T81ugzaYeSpwREm- MahB0r1j1WlTeaNpeS1ZKWAQgDann7ZCSyvfLFsy844icB25g2nIFFFSs622GUuNZM1BziWAp1sFNQKMcCaCLmEe0YbJT_cJ42sOj7xLmHN0w2YYoYlCM16SvsCuqQgBCCoQkjUfTaaIc21JVAR3iT-10egsv0keEzgdKux3B1t8Wn9SLga7Dokj34vY2v6n8eZ0urmdvBef13318DhVH983vY8rQ_76e2SEtuKofUuhQpuyyvYvI3zNeV06x1X2_it_gLo1IXf

If you have any problems, please contact us at support@prolearningnetwork.org

Thanks,
Professional Learning Network

You will be directed to a “Welcome page”

MYPD

Welcome to your “MyPD Plan” page. Use MyPD to set and record professional goals for yourself, view trainings you have taken and forums (discussion-board strands) you have participated in, and access Professional Learning Network resources that you have flagged.

Step 5: Locate “More” at the top right-hand side of the “Welcome page”.

Click on the drop down arrow and **Select** “Learn”.



Step 6: **Click** “Click Here for Lynda” to start your online training

WELCOME TO THE LEARN ACADEMY!
All California Community College employees (faculty, staff, administrators and trustees) are eligible to access this library of training videos.

What do you want to learn today?
PLEASE NOTE: to access the libraries of Grovo and Lynda, you will need to enter their websites through the PLN (by clicking their links below) to be recognized as a CCC employee.

Click Here for Lynda

Click Here for Grovo

Step 7: **Select** “No, I’ve never had an account”

Welcome to lynda.com!

Have you had a lynda.com account before?

I've had an account

No, I've never had an account

Why we're asking

You can bring your course history, playlists, certificates of completion, and bookmarks to your new lynda.com profile.

On the next page, just enter the user name and password for your previous account, and we'll transfer that history to your new profile.

NOTE:

Completed courses, bookmarks and notes will not transfer to your “new account”. Contact Lynda.com customer service at (888) 335-9632 to request a completed course listing.

Step 8: **Locate** search box at the top left side of main page.

Type the desired course name (e.g. Handling Workplace Change as an Employee)

Step 9: **Select** course from drop down

Step 10: **Click** play button to start session

Once you create the account, you can bookmark the PLN login page and log in.

If you have any questions or need assistance, please call the Information Technology Help Desk at 909.274.4357 or write to helpdesk@mtsac.edu.