

Help Center / Taking training

Find your assigned training

What's on My Training Dashboard and how to open a course.

For: Employees · Updated October 27, 2026 · <https://hipaacertify.com/support/article/employee-dashboard>

After you sign in, you land on **My Training Dashboard**.

What you'll see

- **Total Assigned, Completed, In Progress** and **Overdue** counts
- **Active Trainings**: courses to do, sorted by due date. Each shows **Due:** and an **OVERDUE** badge if it's late.
- **Completed Trainings**: finished courses, each with [View Certificate](#)

Click the button on a course to open it. The course page shows how many sections you've finished and which one is next.

Top menu

- [My Trainings](#): this dashboard
- [Certificates](#): all your certificates. See [View, print or save your certificate](#).
- [Logout](#)

Nothing listed?

All caught up! means you have nothing to do right now. If you expected training, your administrator may not have assigned it yet. Ask them to check.

TIP

Training emails link to your organization's sign-in page. Bookmark that page so you can come back any time.

Need more help? Visit <https://hipaacertify.com/support> or contact us at <https://hipaacertify.com/contact>.