Creating a Link to the Session Enrolment Page

This reference guide explains how to create a link to the Session Enrolment page for an individual course. This will be referred to as the “Details” link.

It is not possible to create a link to a unique session, as the system requires enrolment in a course before selecting a session.

Once you have logged into MyPL, navigate to

Manage Learning

Manage Catalogue

Search for the course and select the title once displayed

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Catalogue Manager

Catalogue Item: Code of Conduct training

Enrolled Users (30092): Not Attempted (5179), Incomplete (1143), Completed (23711), Cancelled (90).

Course Title: Code of Conduct training
Identifier: DV00963
Author: Geoffrey Motto
Duration: 1h
Contact Person: Geoffrey Motto
Instalbourse link: http://mypl.deopoly-dev.janlisan.com/cm/courses/DV00963
Details link: http://mypl.deopoly-dev.janlisan.com/my/learning/catalogue/0?course=234-d611-603-00000565-18
You can copy the Details link to the clipboard at this stage, and paste it into your advertisements

http://myplsso.doeplas-dev.janison.com/mylearning/catalogue/details/ac3abece-2c94-e611-80c2-0003ff85fb1c

Selecting this link takes you to the DoE Staff Portal login page, and once authenticated, to a list of available sessions for the course as shown below.

![Code of Conduct training](image)

Choose a session to attend and then select the **Enrol** button.