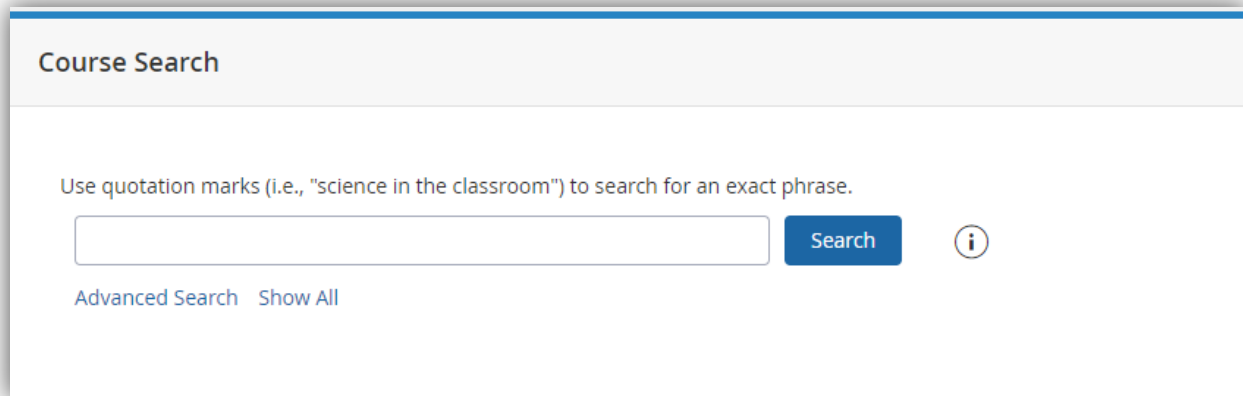


## Searching for a course

There are multiple ways to search for a specific course within Unified Talent. From the **HOME** screen in your Unified Talent profile you will see the below options:

### 1) **Course Search**-search using school name or keyword



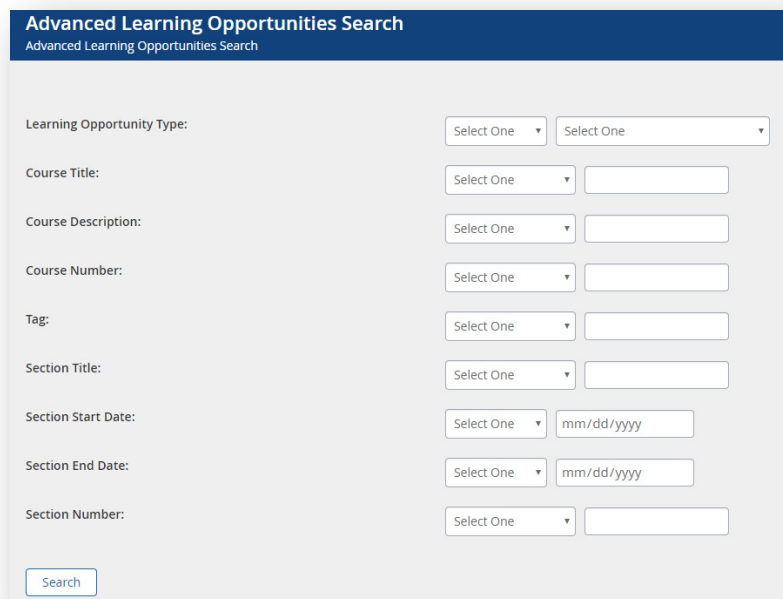
**Course Search**

Use quotation marks (i.e., "science in the classroom") to search for an exact phrase.

ⓘ

[Advanced Search](#) [Show All](#)

### a. **Advanced Search** – allows for searching on dates, etc.



**Advanced Learning Opportunities Search**  
Advanced Learning Opportunities Search

Learning Opportunity Type:

Course Title:

Course Description:

Course Number:

Tag:

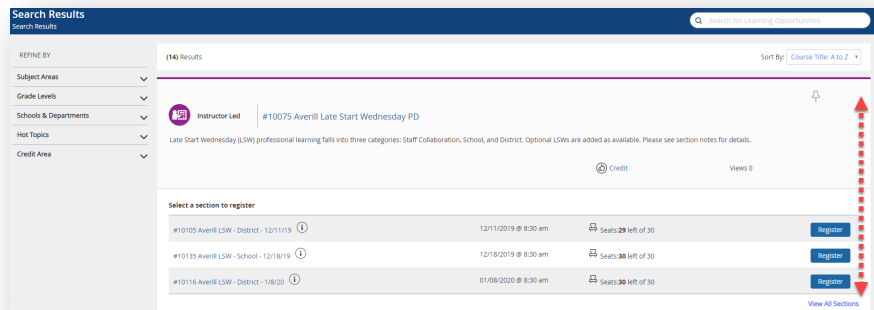
Section Title:

Section Start Date:

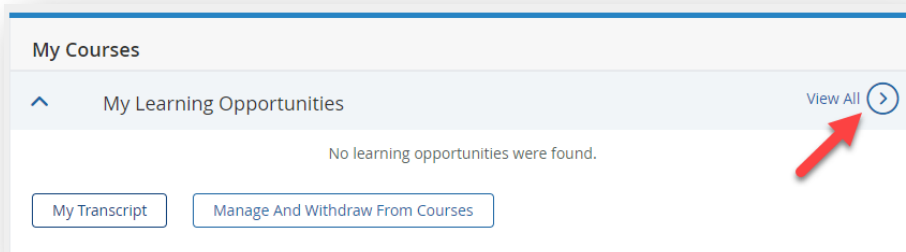
Section End Date:

Section Number:

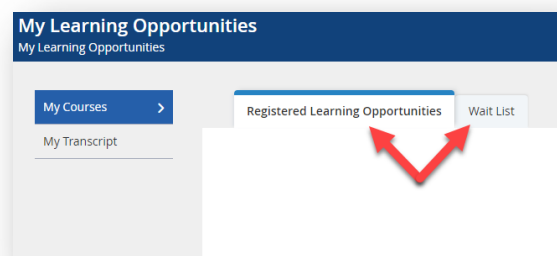
- b. Show all – Displays a running list of ALL courses available to YOU. (scroll up and down through the list)



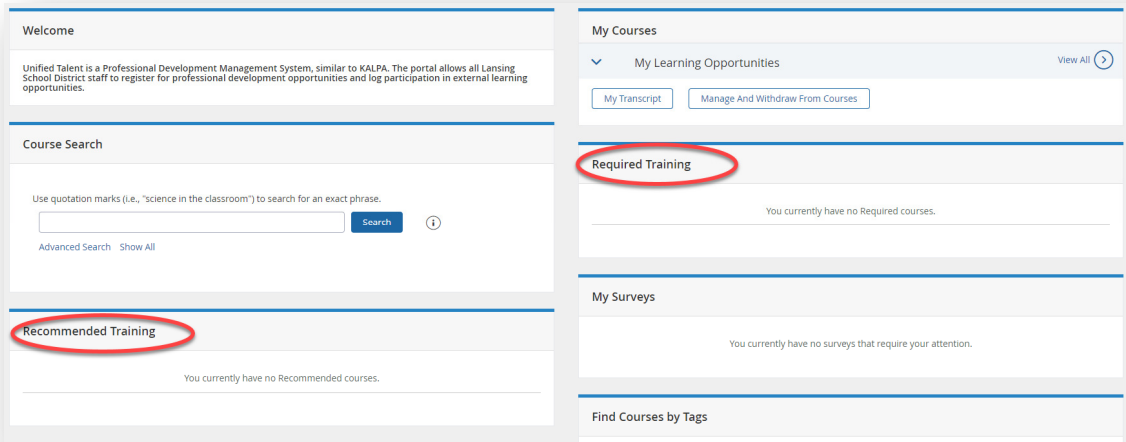
- 2) **My Courses** – This offers a list of all of the courses that you have registered for.



- a. You can see courses that you are registered for as well as courses that you are on the 'waitlist' for.

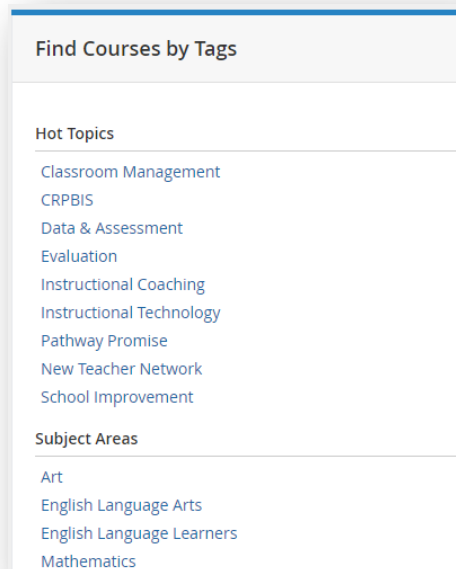


- 3) **Required and Recommended Training** – you will find any courses that your administration has either **Required** or **Recommended**. If there are courses in these areas you can simply click on the course and you will be taken to it.



The screenshot shows the Unified Talent interface. On the left, there is a 'Welcome' section, a 'Course Search' section with a search bar and 'Advanced Search' and 'Show All' links, and a 'Recommended Training' section circled in red. On the right, there is a 'My Courses' section with 'My Learning Opportunities' and 'View All' link, and a 'Required Training' section circled in red. Below that is a 'My Surveys' section and a 'Find Courses by Tags' section.

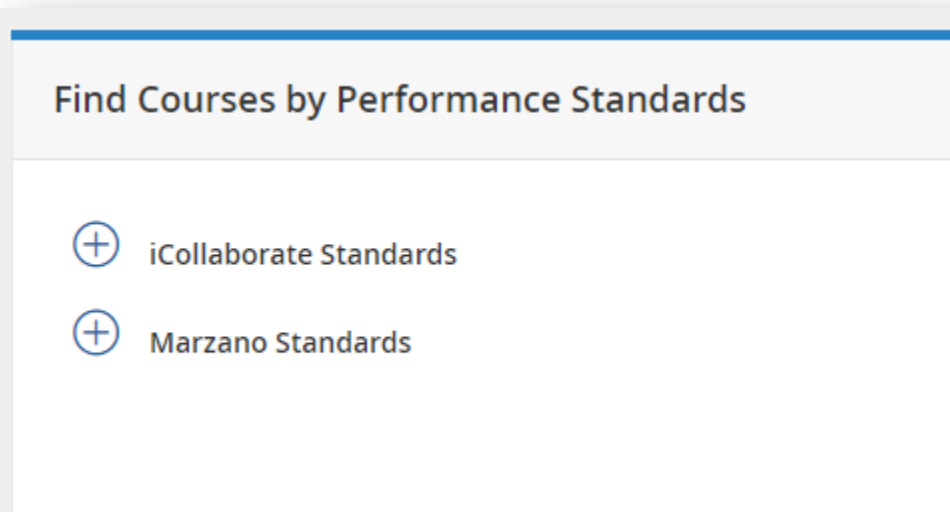
- 4) **Finding courses by Tags**- If a course has been set up under a certain category using 'tags' you can use this functionality to search for a course. (If you do not find the course you are looking for using this search method please try one of the other searches as tags are not always used during course set-up)



The screenshot shows the 'Find Courses by Tags' section. It is divided into two categories: 'Hot Topics' and 'Subject Areas'. Under 'Hot Topics', there are links for Classroom Management, CRPBIS, Data & Assessment, Evaluation, Instructional Coaching, Instructional Technology, Pathway Promise, New Teacher Network, and School Improvement. Under 'Subject Areas', there are links for Art, English Language Arts, English Language Learners, and Mathematics.



- 5) **Finding a course by Performance Standards-** functionality allows for searching on iCollaborate and Marzano Standards if you are looking for a course to meet a specific standard.



Want more details on any of these steps? View the help section titled “Searching for a Course” which can be found by direct link here:

<https://docs.powerschool.com/PLPEH/professional-learning/course-participant/searching-for-a-course>