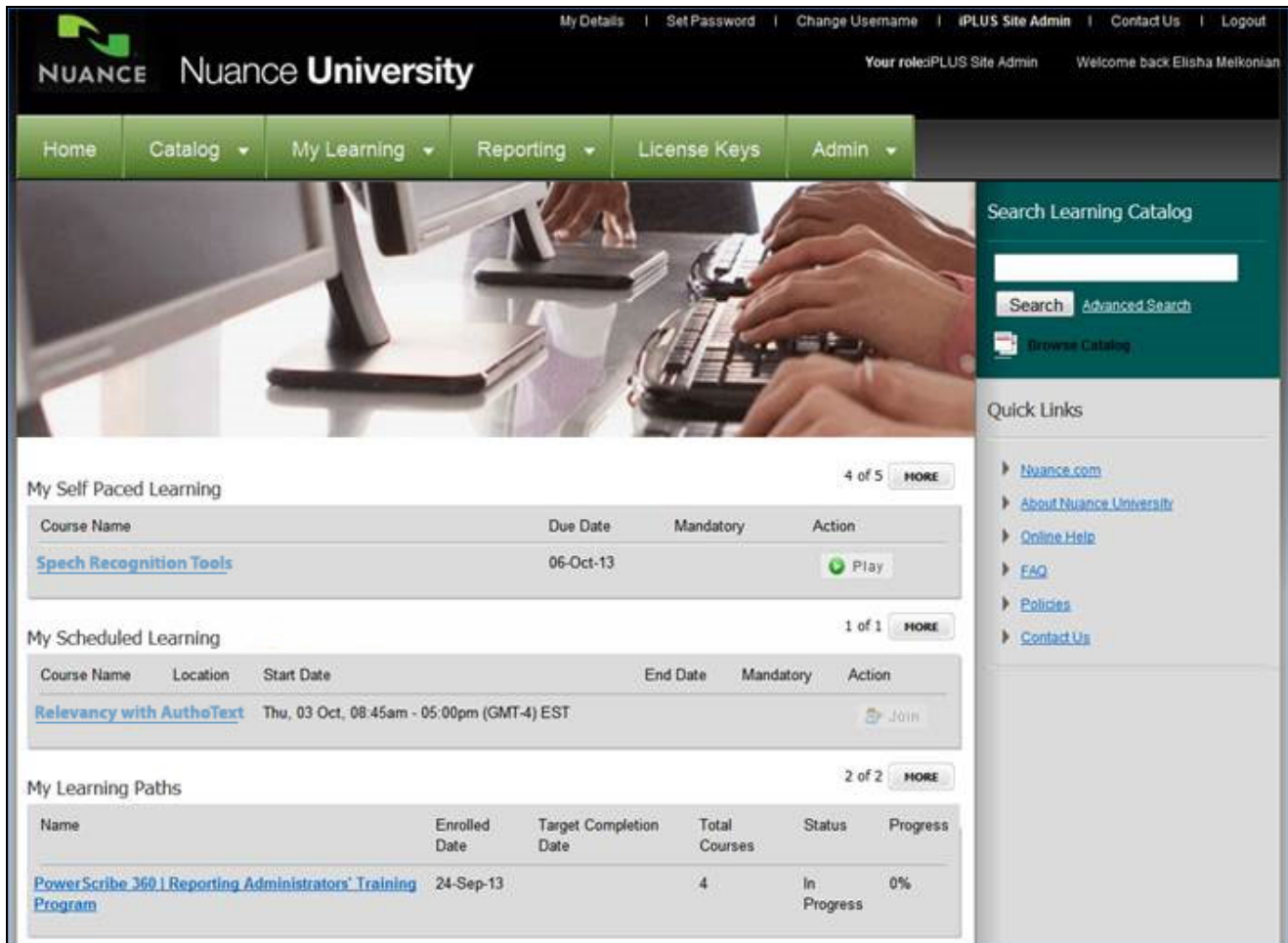


Product: PowerScribe® 360 | Reporting
Version: 1.0 and higher
Subject: Nuance University Registration and Enrollment

Doc. Num: P36A029
Date: 17 October 2013

Overview

The purpose of this document is to help guide you through registering in Nuance University and enrolling in the free webinar or a recorded webinar for *PowerScribe 360 | Reporting*.



The screenshot shows the Nuance University user interface. At the top, there is a navigation bar with the Nuance logo and the text "Nuance University". To the right of the logo, there are links for "My Details", "Set Password", "Change Username", "iPLUS Site Admin", "Contact Us", and "Logout". Below the navigation bar, there is a secondary navigation bar with tabs for "Home", "Catalog", "My Learning", "Reporting", "License Keys", and "Admin".

Below the navigation bar, there is a main content area. On the right side, there is a "Search Learning Catalog" section with a search input field, a "Search" button, and a link to "Advanced Search". Below this is a "Browse Catalog" button. To the right of the main content area, there is a "Quick Links" section with links to "Nuance.com", "About Nuance University", "Online Help", "FAQ", "Policies", and "Contact Us".

The main content area is divided into three sections:

- My Self Paced Learning:** This section shows a table with columns for "Course Name", "Due Date", "Mandatory", and "Action". There is a "4 of 5 MORE" indicator. The table contains one row: "Speech Recognition Tools" with a due date of "06-Oct-13" and a "Play" button.
- My Scheduled Learning:** This section shows a table with columns for "Course Name", "Location", "Start Date", "End Date", "Mandatory", and "Action". There is a "1 of 1 MORE" indicator. The table contains one row: "Relevancy with AuthoText" with a start date of "Thu, 03 Oct, 08:45am - 05:00pm (GMT-4) EST" and a "Join" button.
- My Learning Paths:** This section shows a table with columns for "Name", "Enrolled Date", "Target Completion Date", "Total Courses", "Status", and "Progress". There is a "2 of 2 MORE" indicator. The table contains one row: "PowerScribe 360 | Reporting Administrators' Training Program" with an enrolled date of "24-Sep-13", a target completion date of "24-Sep-13", a total of 4 courses, a status of "In Progress", and a progress of "0%".

Registration

In order to access the free live webinars as well as the recorded sessions, you must first register with Nuance University. You register only once in order to create an account, which you will use each time you access Nuance University. If you have already taken online classes or webinars, or attended a classroom event, you already have an account. (See the note below if you have forgotten your password.)

Create a Nuance University Account

1. From the [Nuance University Homepage](#), click **Register Now** in the **Create Account** section.

NOTES:

- If you already have a Nuance University Account because you have taken classes previously, you can skip these steps and go to [Enroll in a Webinar](#).
- If you have forgotten your password, click **forgot your password?** under **Login Now**, enter your email address and click **Submit**. A new password will be emailed to you.

2. Complete the registration form (shown in the illustration below).

NOTE: The fields marked with a red asterisk * are required. You must complete all required fields to register.

The screenshot shows the Nuance University registration form. The form is titled "Nuance University" and has a navigation bar with "Home", "Company", "Support", and "Store". The form fields are as follows:

- * Email Address: diagnosticproservices@nuance.com
- Please note: Your email address will be your user name
- * Confirm Email Address: diagnosticproservices@nuance.com
- * Password: [Redacted]
- * Confirm Password: [Redacted]
- Tip: Password must be 6 or more characters in length.
- * First Name: Dr. Jane
- * Last Name: Doe
- Company Name: [Empty]
- * Address Line 1: 123 Mulberry Street
- Address Line 2: [Empty]
- * Country: United States
- * City: Melbourne
- State: Florida
- * Zip: 32000
- * Contact Telephone Number: 123-456-7890
- Default Timezone: (GMT-4) EST US/Eastern

* Mandatory field.

Submit

3. Click **Submit**. A confirmation screen appears.

Enroll in a Webinar

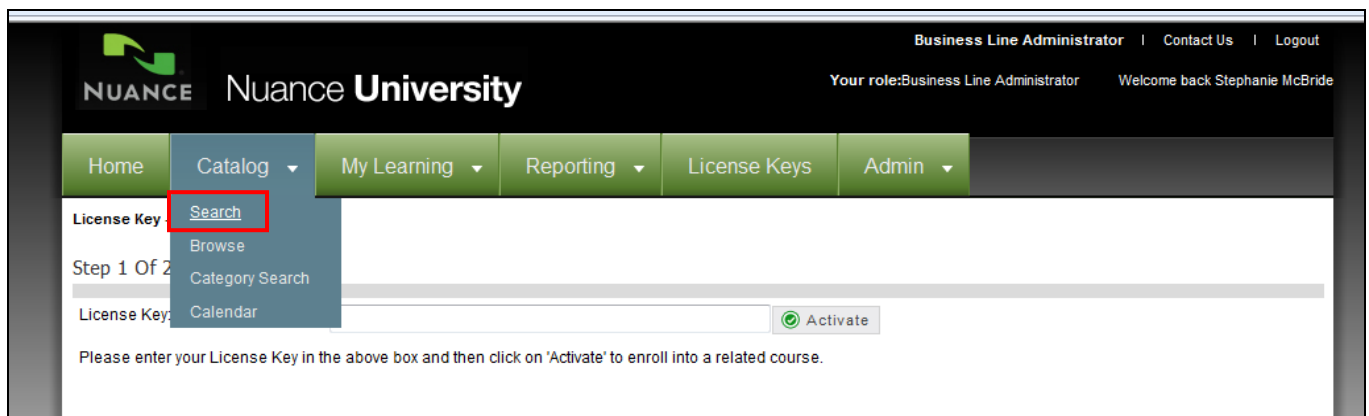
Search for and Enroll in a Webinar

To enroll in a live webinar or view a recorded session, search for the session and enroll in it.

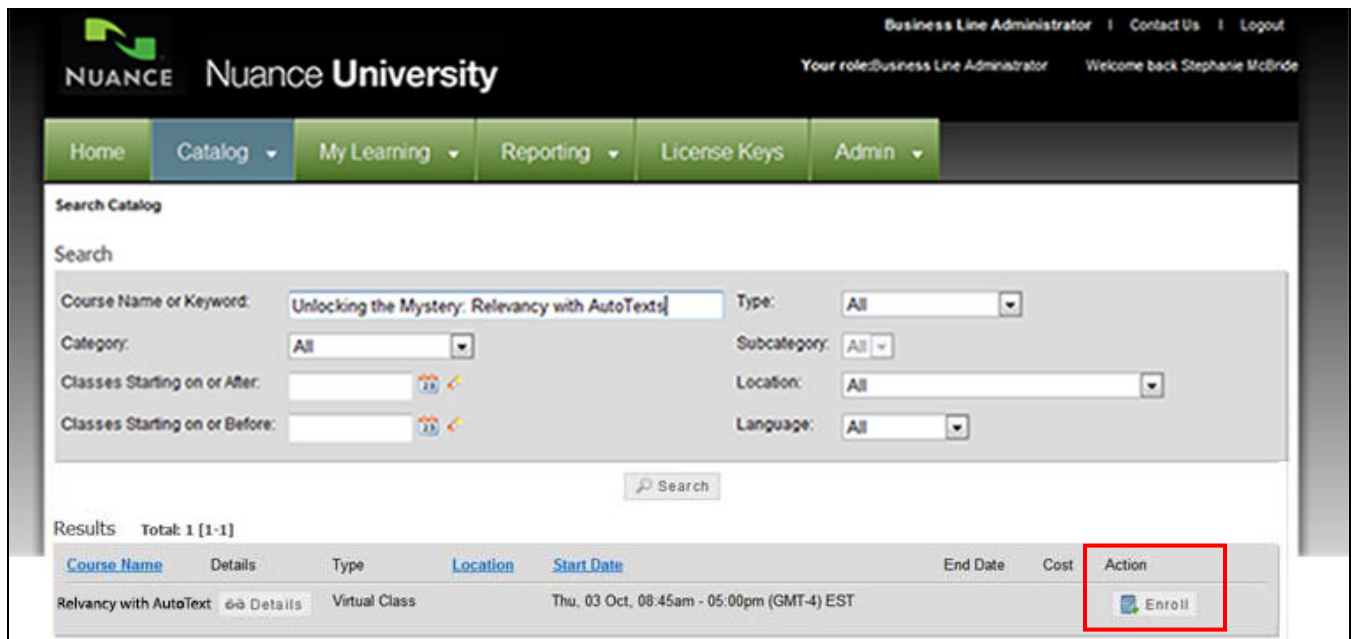
1. From the [Nuance University Homepage](#), log in with your username (email address) and password.

NOTE: *If you do not already have an account with Nuance University, refer to [Registration](#) for instructions.*

2. Click the **Catalog** drop-down option on the top menu and select **Search**. Use the webinar name or date as your search criteria.



3. When the correct session appears, click **Enroll** under **Action**.

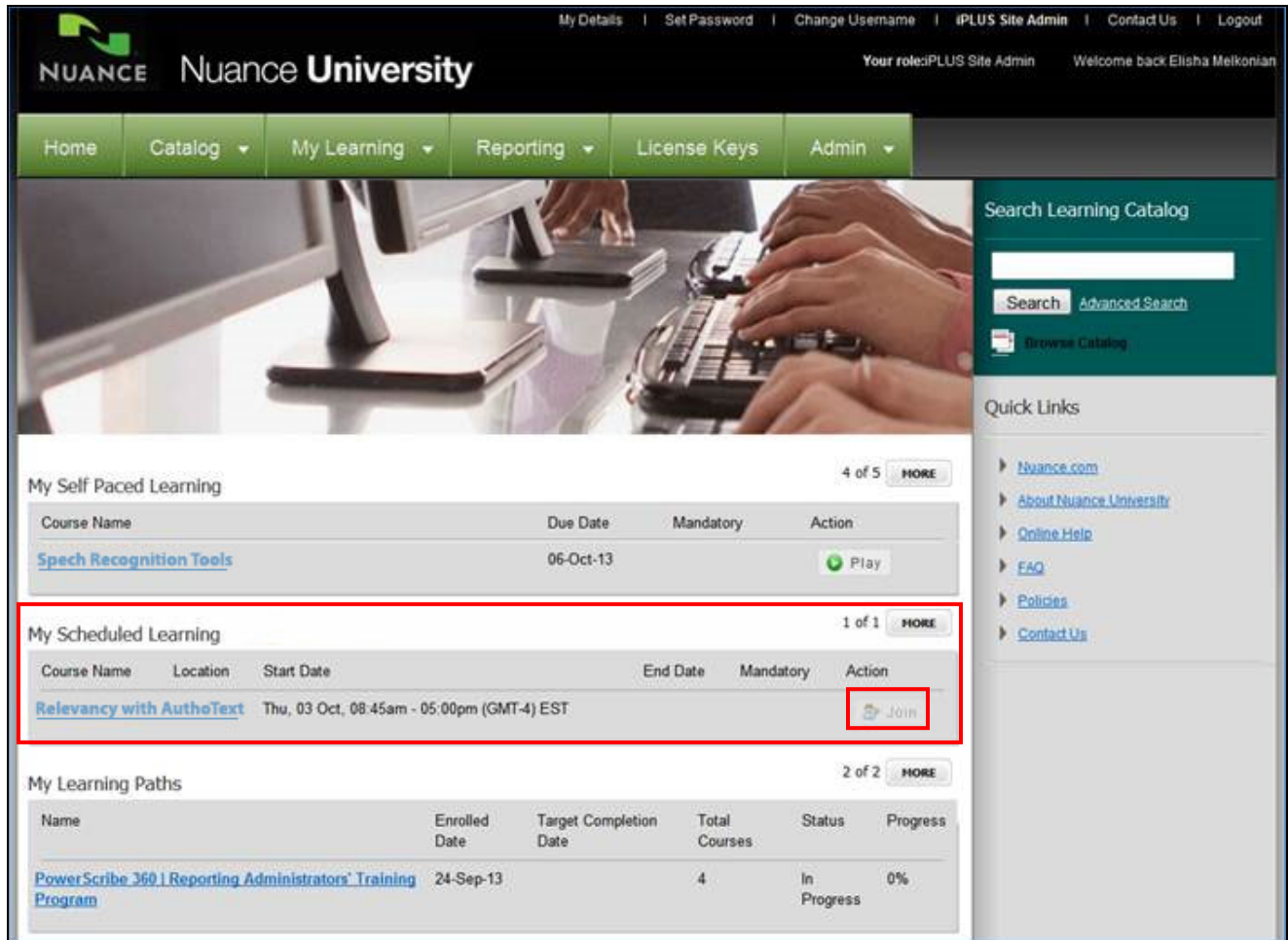


Join a Live Webinar

NOTE: You must enroll in a webinar before you can join. See [Enroll in a Webinar](#) for instructions.

To join a live webinar session, locate the session in your scheduled learning within Nuance University.

1. From the [Nuance University Homepage](#), log in with your username (email address) and password.
2. Your scheduled webinar appears under **My Scheduled Learning**.



3. Click **Join** to launch the webinar.

NOTE: The **Join** button becomes active 15 minutes prior to the beginning of the session.

Enroll and View a Recorded Webinar

To enroll and view a recorded webinar session, follow the same procedures to login in to or register with Nuance University.

NOTE: If you do not already have an account with Nuance University, refer to [Registration](#) for instructions.

1. From the [Nuance University Homepage](#), log in with your username (email address) and password.
2. Follow the procedures in the [Search for and Enroll in a Webinar](#) section. The recorded webinar appears under **My Self Paced Learning**.
3. In the **My Self Paced Learning** section, click **Play** to watch the session.

The screenshot shows the Nuance University user interface. At the top, there is a navigation bar with links for 'My Details', 'Set Password', 'Change Username', 'iPLUS Site Admin', 'Contact Us', and 'Logout'. Below this is a secondary navigation bar with 'Home', 'Catalog', 'My Learning', 'Reporting', 'License Keys', and 'Admin'. The main content area is divided into three sections: 'My Self Paced Learning', 'My Scheduled Learning', and 'My Learning Paths'. The 'My Self Paced Learning' section is highlighted with a red box and contains a table with the following data:

Course Name	Due Date	Mandatory	Action
Unlocking the Mystery: Relevancy with Autotext	06-Oct-13		Play

The 'My Scheduled Learning' section contains one entry:

Course Name	Location	Start Date	End Date	Mandatory	Action
Speech Recognition Tools		Thu, 03 Oct, 08:45am - 05:00pm (GMT-4) EST			Join

The 'My Learning Paths' section contains one entry:

Name	Enrolled Date	Target Completion Date	Total Courses	Status	Progress
PowerScribe 360 Reporting Administrators' Training Program	24-Sep-13		4	In Progress	0%

On the right side of the interface, there is a 'Search Learning Catalog' section with a search bar and buttons for 'Search', 'Advanced Search', and 'Browse Catalog'. Below that is a 'Quick Links' section with links to 'Nuance.com', 'About Nuance University', 'Online Help', 'FAQ', 'Policies', and 'Contact Us'.