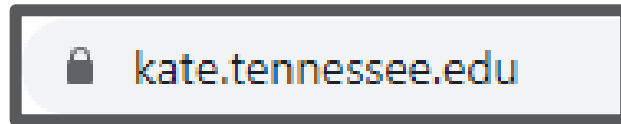


K@TE is the University of Tennessee’s Learning Management System. In this job aid, you will learn how to use the new K@TE Learning Details Page.

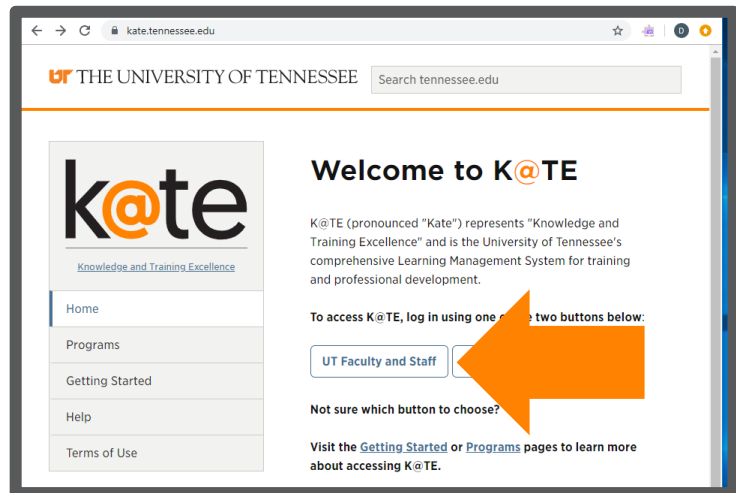
Step 1

- Navigate to <https://kate.tennessee.edu/> in your browser.



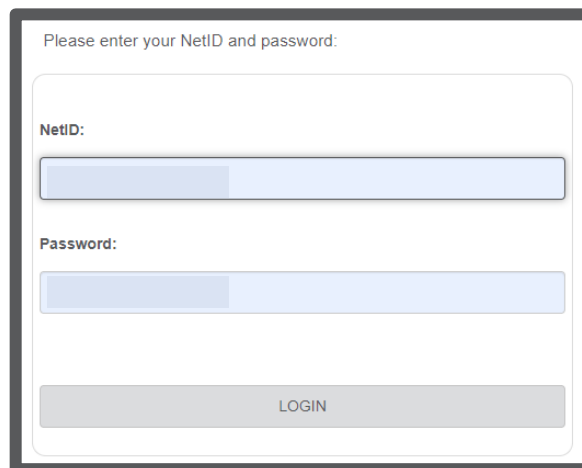
Step 2

- Click “UT Faculty and Staff” and log in as usual with your NetID and password.



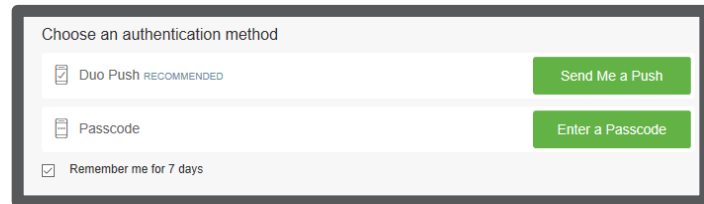
Step 3

- Login using your NetID and network password.



Step 4

- Follow the necessary two-factor authentication steps.



Step 5

- The K@TE home page will appear.
- Navigate to the “Search Learning Opportunities” in the middle of the page.



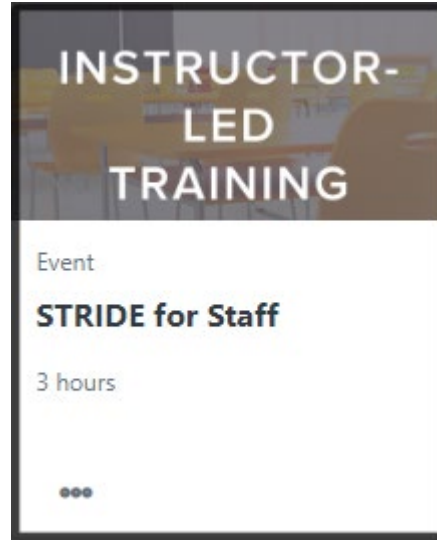
Step 6

- If you know the name of the training you are looking for, type it in the search bar.
- Hit enter on your keyboard.



Step 7

- The training should appear.
- Click on the training block.



- The new learning details page will appear. For a live, instructor-led training, choose the session date that you would like to attend and click “Request.”

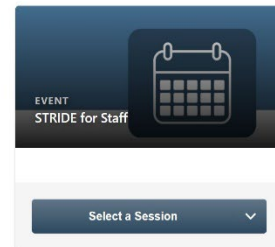
EVENT
STRIDE for Staff
Last Updated 08/31/2021 Duration 1 hour, 30 minutes

Details
This workshop introduces participants to inclusive search processes. It is very interactive and provides opportunities to apply the content that is discussed. Participants will walk away with specific tips on how to run an inclusive search, as well as thoughts on how to build a supportive and inclusive work environment.
[Show More](#)

Upcoming Sessions
Date (Descending) 3 Sessions

NOV Session Details
18 Thu, Nov 18, 2021, 10:00 AM - 11:30 AM EST
Register by Wed, Nov 17, 2021, 10:00 AM EST
Zoom Video Conferencing
English (US)

[View Details](#)
[Request](#)
[Save for Later](#)



- Here is an example of the new learning details page for a recorded online class that you can launch at any time.

ONLINE CLASS

Word for Mac 2016: Forms in Depth

Last Updated 02/22/2019 Duration 1 hour, 13 minutes

Details

Learn how to create electronic forms that are visually pleasing and easy to navigate with Word for Mac 2016. This course covers designing a form; capturing data effectively with dropdown lists, date pickers, and check boxes; and testing, protecting, and customizing forms. The course also shows how to accelerate form creation with free Microsoft.com templates and how to customize and share templates with colleagues.

Show More

ONLINE CLASS

Word for Mac 2016: Forms in Depth

\$0.00

Launch

FAQ

Q: What internet browsers are recommended?

A: Latest Mozilla Firefox
 Latest Google Chrome
 Microsoft Edge for Windows 10
 Apple Safari 10 and greater

Q: Do I need to disable pop-up blockers?

A: Yes, pop-up blockers must be disabled to view online K@TE courses.

Q: What should I do if my course won't launch in K@TE?

A: Try accessing K@TE from a different Internet browser and/or clearing your browser cache/history on the browser you are using.

Q: What other technical requirements are there?

A: Cookies and JavaScript are required to be enabled in K@TE.

Adobe Acrobat Reader is required to view training completion certificates launched from K@TE.