

How to Access myLearning

From a work computer / using VPN or Citrix	From a personal computer or personal mobile device	
	Using MobilePASS+ (For colleagues and contractors)	Without MobilePASS+ (For non-employees only)
<ol style="list-style-type: none"> 1. Open a web browser window to myPartner. 2. Click Tools in the main navigation menu and select myLearning. You can also add myLearning to your My links for quick and easy access. 3. You'll automatically be logged into myLearning. 	<p>First-time setup:</p> <ol style="list-style-type: none"> 1. Submit a request to download the MobilePASS+ app to your mobile phone. 2. You will receive an enrollment email with instructions on how to setup and use MobilePASS+ for multifactor authentication (MFA). <p>After first-time setup:</p> <ol style="list-style-type: none"> 1. In a web browser on your personal computer or mobile device, type (or copy/paste) https://mypartner.healthpartners.com in the address field and press Enter. Find myLearning under Tools or in your saved My links. 2. Follow the prompts to log in with your user ID and password and Approve the push notification from MobilePASS+. 	<p>First-time setup:</p> <ol style="list-style-type: none"> 1. Type (or copy/paste) https://healthpartners.csod.com/login/render.aspx?id=externallogin in the address field and press Enter. 2. At the myLearning Login page, enter your username and the temporary password (TempPassword123!) to sign in. 3. Once you are logged in, you will be prompted to change your password. <ul style="list-style-type: none"> • The Current password is the temporary password (TempPassword123!). • Your custom New Password must meet all the criteria listed. 4. Once you save your new password, the page redirects to the myLearning landing page. <p>After first-time setup:</p> <ol style="list-style-type: none"> 1. Type (or copy/paste) https://healthpartners.csod.com/login/render.aspx?id=externallogin in the address field and press Enter. 2. At the myLearning Login page, enter your username and your custom password to sign in.

For technical support, please contact [mySupportCenter](#) (952) 967-7000