

## FactSet's Learning Site – Academic FAQs

The latest FactSet Learning site is a centralized resource for all FactSet training and learning offerings. This document provides answers to frequently asked questions

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### Why did FactSet create a new application? What are the benefits?

FactSet's legacy learning application was built off legacy technology and no longer provided the features needed to successfully deliver content in that site. The new site offers significant benefits over the previous site, including but not limited to:

- *Speed:* Take advantage of faster content loading times
- *Enhanced Interface:* Benefit from a more modern, intuitive interface for quicker access to eLearning content
- *Built-in Assessment:* Showcase your proficiency with built-in assessment tools and verifiable badges and certificates
- *Audience-specific Learning:* Access tailored learning paths based on user types and workflows

### How do I log in to the new portal and how do my students log in?

To log in to the learning portal, both your students and you can log in by going to <https://learning.factset.com>. Enter your name, school email address (i.e., no gmail, yahoo, aol, hotmail accounts), and a password to log in. This password is separate from any other FactSet password. The password must contain at least 8 characters, one uppercase and one lowercase letter, and one number.

There is a separate log in for the Dashboard, where you can access score reports and other analytics described next.

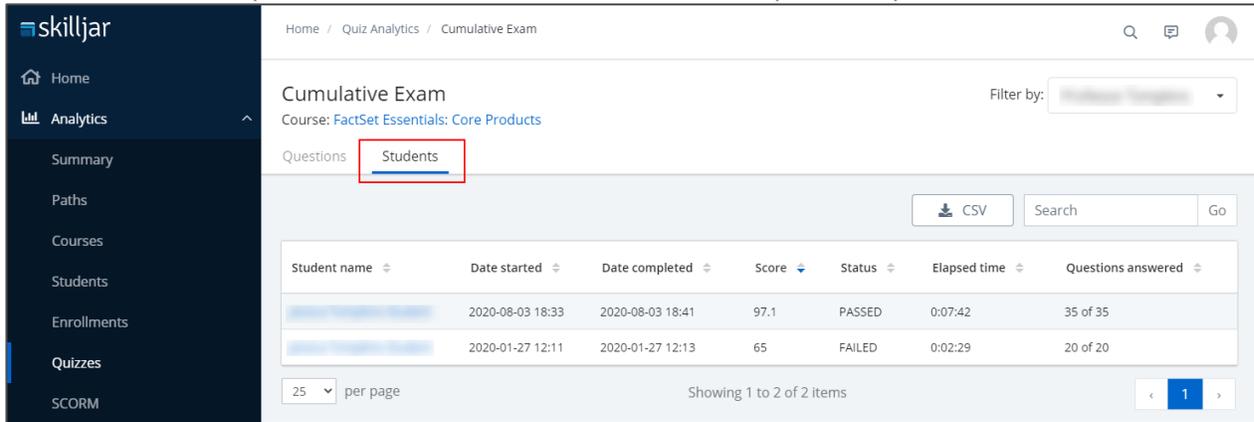
### How do I get score reports for my students?

For scoring reports and other analytics, you'll log in to the Skilljar Dashboard using the following link: <https://dashboard.skilljar.com/>. The score reports are available in the [Quizzes section](#).

### To find results for a specific quiz:

1. Click the link for the desired quiz from the initial [Quiz Analytics](#) page or search for it using the Search field in the top right corner of the app.
2. Use the Filter by drop-down menu to view the results for a specific group of students.
3. View quiz results. The initial view for a selected quiz shows the rate of correct responses for a given quiz question. Click the Students report to see detailed information for those students, including but not limited to the

date started and completed, the score, and the time it took to complete the quiz.



To learn more about the other reports available in the Analytics section, see the Skilljar Support article on [Understanding Analytics Reporting](#).

**How do I add a new group of students to view reports?**

Contact your FactSet representatives and provide the student email addresses that you want grouped. It must be a university email and not a common email address (e.g., not gmail, yahoo, hotmail). If you’re not sure who to contact, email [academics@factset.com](mailto:academics@factset.com) for additional assistance.

After the group is created and assigned to you, you’ll be able to view it in the Filter by drop-down when viewing any of the scoring reports.

**How do I clear a student’s previous completion/score if I want them to re-take a course?**

If you want them to re-take a course they previously completed, contact your FactSet representatives and let them know and we can reset the course in the student’s transcript.

**Can students receive a certificate of completion and add the reference to LinkedIn?**

Yes! The new FactSet Learning portal provides a personalized certificate of completion for the student if they successfully pass an exam(s). Additionally, students can add the certificate to their LinkedIn profile. This provides a verifiable certificate that displays the credential info and clicking on the “See credential” link will allow anyone viewing the student’s profile to see the certificate.

