Guide to Learning Express

Features

- Practice tests for a variety of technical careers including cosmetology, electrical, EMS, firefighter, law enforcement, nursing and allied health, and teaching
- College entrance exam practice tests with instant scoring (ACT, SAT, GRE, GMAT)
- Career center guides to business writing, resumes, and searching for jobs
- Online courses in Microsoft Office (Access, Excel, PowerPoint, Word)
- Math and reading improvement courses and assessments for college students

1. To access Learning Express
   a. Go to the library home page at www.laniertech.edu/library
   b. Click on Start Your Research Here and select the Learning Express link
   c. Register as a new user – Enter your student ID# for the username and create a password (be sure to write it down for future log-in)

2. Practice tests – Technical Careers
   a. Click on the Jobs & Careers link
   b. Select your career area to view practice certification tests
   c. To take a test, click the Add to My Center button, then click Start Test

3. College Preparation
   a. Click on the College Students link to access math, reading comprehension, or writing improvement courses

4. Computer Skills
   a. Take online courses for Microsoft Office Access, Excel, PowerPoint, and Word

5. Saving courses and practice tests
   a. Many practice tests are timed – If you need longer click on Finish Later
   b. Your tests and courses, as well as previous results, will be saved in My Center

If you need assistance please ask a librarian: (770) 531-6379 or ksummey@laniertech.edu