

Frequently Asked Questions

Learn Report Data

[Technical Support Webpage Link](#)

Q What data is included in Learn reports?

A Learn reports will provide details for completed Lions Learning Center (LLC) courses, attendance at Lions Clubs International-hosted Leadership Institutes and local training as reported by GLT MD and district coordinators. Historical data from the old Lions Learning Center (LLC) will also be available. Note: historical training data included in Learn reports is limited by what was reported to LCI in the past by multiple districts and districts and by what LCI training records were archived.

Q How do I access the Learn Report Data?

A Use your Lion Account to access Learn. Select **Reports** to view and download training data.

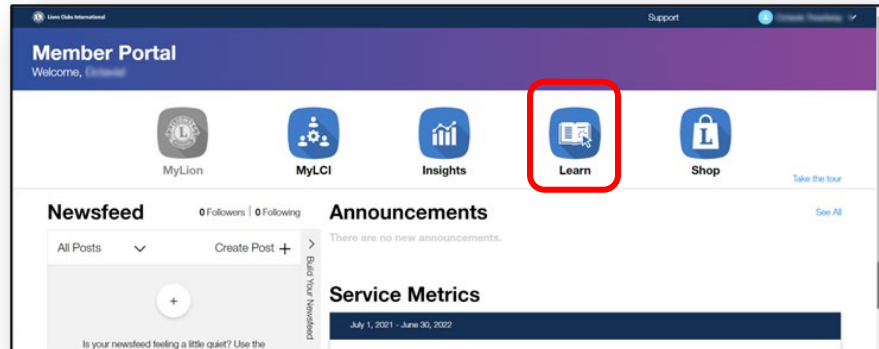
1. [Log in to your Lion Account](#)



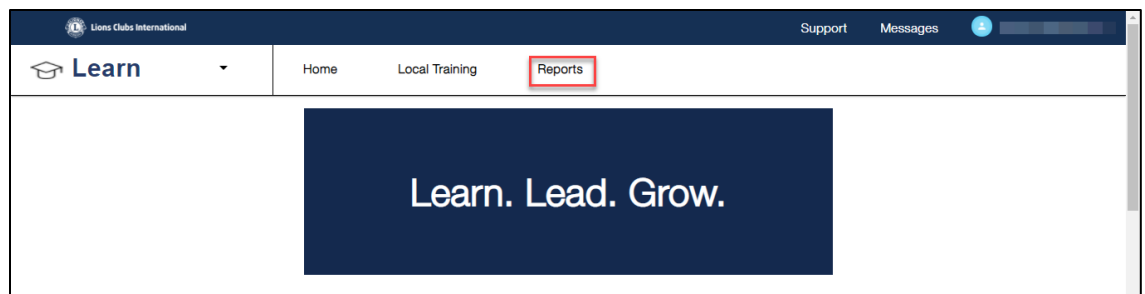
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a. If you do not have a Lion Account, you will need to [register for access](#).

2. Click on the icon labeled "Learn" within the Member Portal:



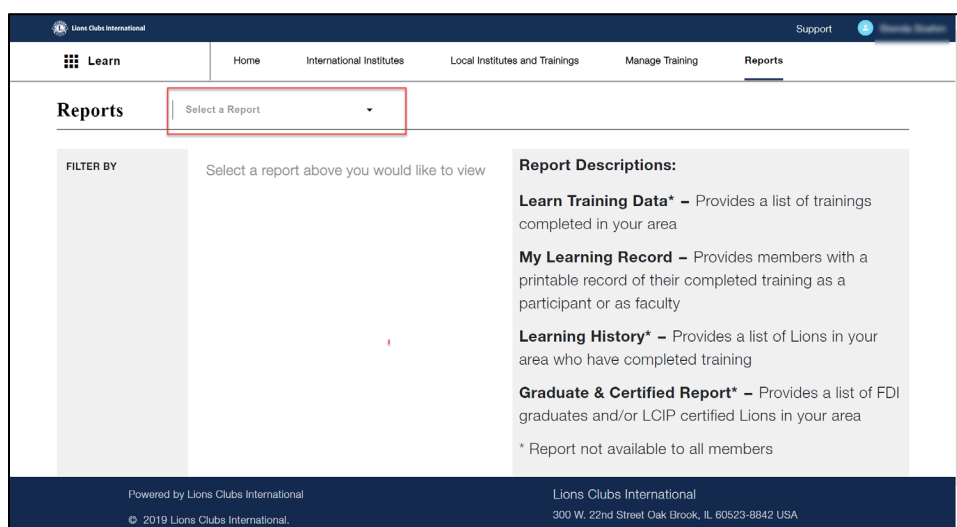
3. You are now in Learn:



4. Select the preferred report from the dropdown list. Available reports based on your title will appear in the dropdown list.



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What reports are available for Learn data?



The following Learn reports are available:

- **Learn Training Data*** – Provides a comprehensive list of training completed by Lions in your area.
- **Learning History*** – Provides a list of Lions in your area who have completed training.
- **Graduate & Certified Report*** - Provides a list of Faculty Development Institute (FDI) graduates and Lions Certified Instructor Program (LCIP) certified Lions in your area.
- **My Learning Record** – Provides a current record of a Lion's completed training as a participant or as faculty.



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Faculty credentials, such as Faculty Development Institute Graduate (FDI graduate) or Lions Certified Instructor Program (LCIP certified) are also reported.

*Report not available to all members



Is there a Learn report that provides a list of Lions within a MD or district with Faculty Development Institute (FDI) graduate or Lions Certified Instructor Program (LCIP) certification credentials?



Yes. The Graduate & Certified Report provides a list of Faculty Development Institute (FDI) graduates and Lions Certified Instructor Program (LCIP) certified Lions in your area.



What if data is missing in My Learning Record report?



At this time, Learn does not allow individual members to update their own My Learning Record report. Note: historical training data included in Learn reports is limited by what was reported to LCI in the past by multiple districts and districts and by what LCI training records were archived. If you feel training data is missing from your



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My Learning Record report, please contact

leadershipdevelopment@lionsclubs.org.



Is Learn Report Data accessible on a mobile device?



While Learn Reports are not designed for mobile devices, data is accessible on a mobile phone using an internet browser. The device orientation needs to be changed from portrait to landscape for data viewing.



Who has access to Learn Reports?



- GLT coordinators and Lion leaders have access to the Learn Training Data, Learning History, and Graduate & Certified reports based upon their highest title in MyLCI.

Officer Titles: Council Chairperson, District Governor, Zone Chairperson, and Club President

GAT Titles: GAT Constitutional Area Leader, GAT Regional Area Leader, GAT Area Leader*, GLT



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Multiple District Coordinator, and GLT District

Coordinator

*staff are aware of the Learn access/permission error for GAT Area Leader which allows them to only view Learn data for their multiple district. Staff are working to resolve this issue.

- My Learning Record – All Lions and Leos, with a Lion Account, have access to their own My Learning Record report.



Where can I obtain support with the Learn Reports?



For questions and support, please use the contact information below:

- Lion Account login support:
mylionsupport@lionsclubs.org or 630-468-7000
- Global Action Team support:
gat@lionsclubs.org
- Learn access and data support:
Leadershipdevelopment@lionsclubs.org



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