

The University of Iowa Dezii Translational Vision Research Group

TITLE: Logging onto Iowa Courses ON-line (ICON) for GMP Related Training

SOP Number: D-GLO-COM-002

Revision Number: 0

Effective Date: 8 Aug 2015

- 4.4. Click on 'Available Online ICON Courses' to access ICON courses you have registered for.

F. NAVIGATING ICON

- 1. ICON is divided into several sections. There is a top menu bar, a welcome box and the main body that is broken into sections and links.
 - 1.1. The top menu bar has links called My Home, Email, Locker, Calendar, ICON Help and Logout.
 - 1.1.1. My Home brings you back to the currently displayed page.
 - 1.1.2. ICON Help takes you to a list of emails and phone numbers for help with ICON.
 - 1.1.3. Logout logs you out of ICON.
 - 1.2. The welcome box has links called Preferences, Homepage, Profile and Locker. None of these options need to be changed to use ICON, however, you may update them if you choose.
 - 1.3. The body has sections called News, My ICON Courses and Frequently Asked Questions.
 - 1.3.1. 'My ICON Courses' lists all courses you have been registered for at The University of Iowa. This is where training sessions and quizzes from DTVR are located.
 - 1.3.2. 'Frequently Asked Questions' lists the most commonly encountered questions students and instructors have about ICON. When you have problems with ICON or are trying to find something, check here first.
 - 1.4. The links section has the selections called Student Links and Instructor Links. Both sections list emails and phone numbers for the ITS Help Desk.

G. HISTORY

Effective Date	Revision	Change
8 Aug 2015	0	Original document