How to unenroll from a course

Lubricants University (LM Partners)

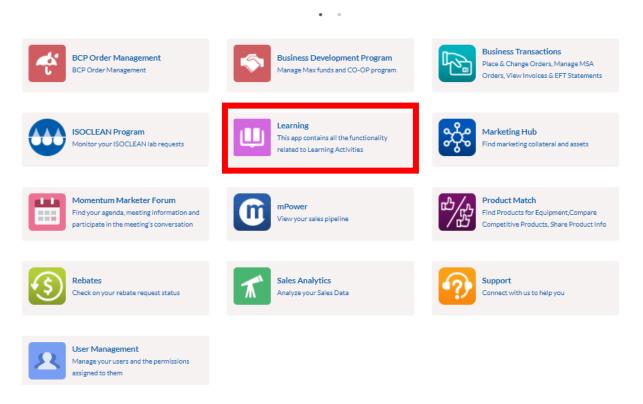
- 1. Log into Chevron Business Point
- 2. Go to the App Launcher



WELCOME TO MPOWER!

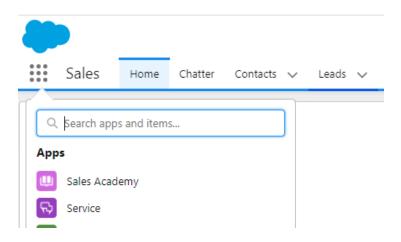
A place where you can manage your sales pipeline and collaborate with Chevron resources.

3. Click on the Learning App

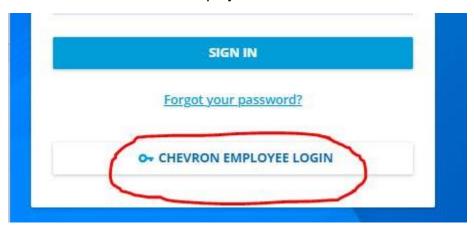


Sales Academy (Chevron Employee)

1. In SFDC, go to the app launcher



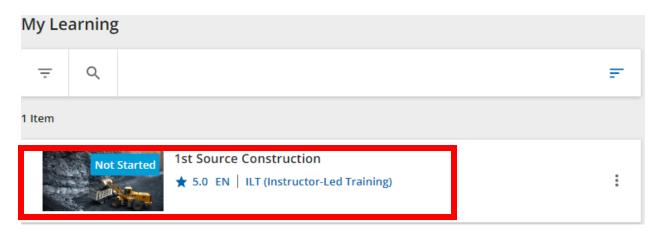
2. Click on Chevron Employee



4. This allows Single Sign On and should take you to the Sales Academy landing page

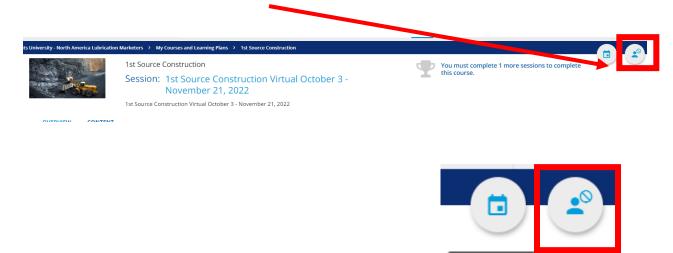
Un-Enrollment Process

1. Scroll down to My Learning



Click on the course tile.

Top right of the page is the unenroll button



- 2. Click on the unenroll button
- 3. Choose "This course"
- 4. Choose "Yes, I want to proceed"
- 5. Hit, Confirm

Unenrollment

Please select where you want to be unenrolled from

This course
1st Source Construction

Current session
1st Source Construction Virtual October 3 - November 21, 2022

Yes, I want to proceed

UN-ENROLLING FROM A 1st SOURCE COURSE

CANCEL

CONFIRM

*****Please note: this process is the same if you need to unenroll from a 1st Source course. You will not be charged if you self-unenroll from the course prior to completion.*****