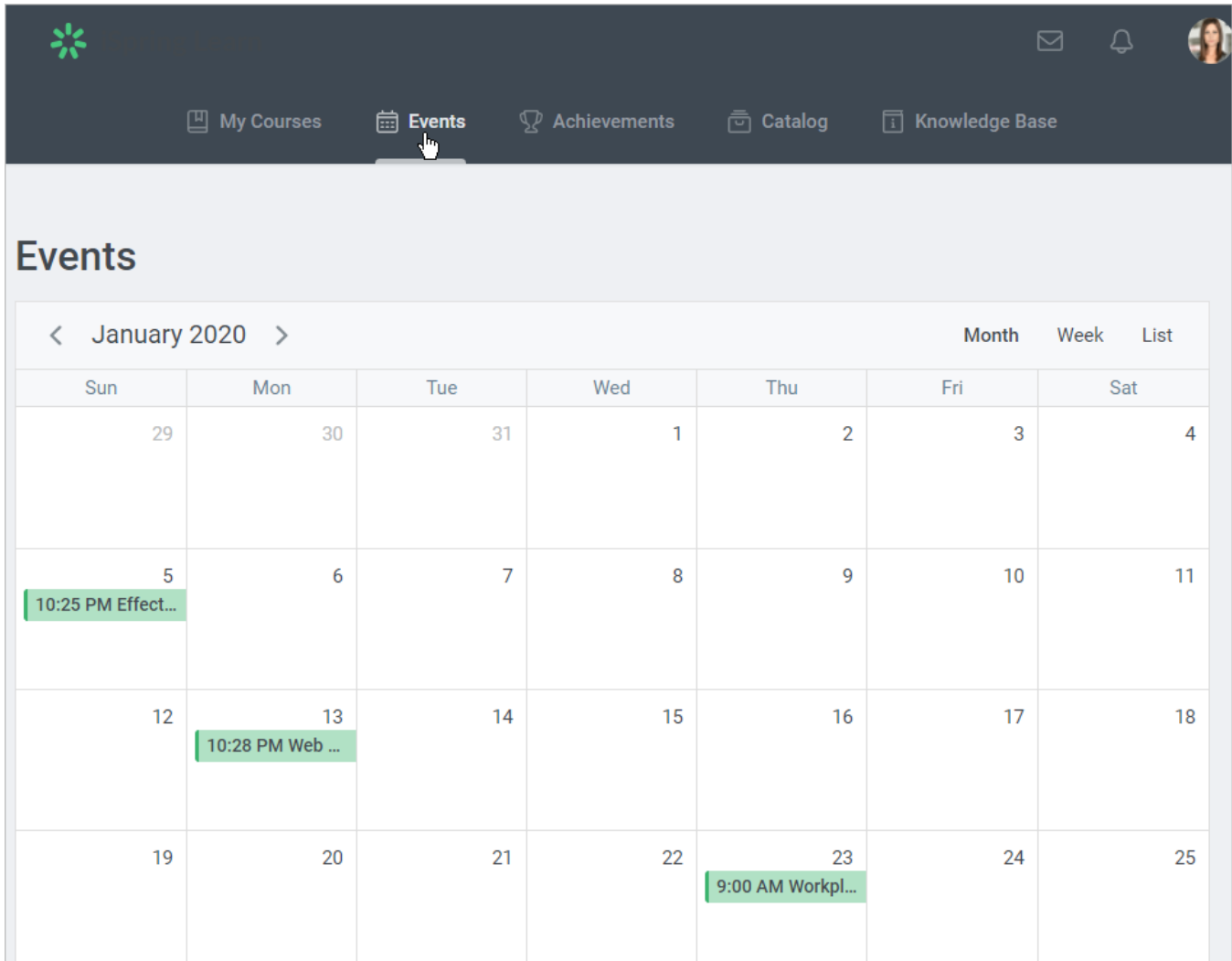


User Trainings

In the **Events** section, users can view the events calendar and check the list of trainings or webinars they are invited to.

You can find out more about the events that can be created and managed in iSpring Learn, in the [Events](#) chapter.

- [Filtering Events by Period](#)
- [Viewing an Event](#)
- [Participating in Events](#)



The screenshot shows the iSpring Learn user interface. At the top, there is a dark navigation bar with a green logo on the left, and icons for email, notifications, and a user profile on the right. Below the navigation bar is a menu with five items: 'My Courses', 'Events' (which is highlighted with a mouse cursor), 'Achievements', 'Catalog', and 'Knowledge Base'. The main content area is titled 'Events' and displays a calendar for January 2020. The calendar has tabs for 'Month', 'Week', and 'List', with 'Month' selected. The calendar grid shows dates from 29 to 25. Three events are listed in green boxes: '10:25 PM Effect...' on Sunday, January 5th; '10:28 PM Web ...' on Monday, January 13th; and '9:00 AM Workpl...' on Thursday, January 23rd.

< January 2020 >							Month	Week	List
Sun	Mon	Tue	Wed	Thu	Fri	Sat			
29	30	31	1	2	3	4			
5 10:25 PM Effect...	6	7	8	9	10	11			
12	13 10:28 PM Web ...	14	15	16	17	18			
19	20	21	22	23 9:00 AM Workpl...	24	25			

Filtering Events by Period

Specify the time period for the events — **Month** or **Week**. To view all upcoming events, select **List**.

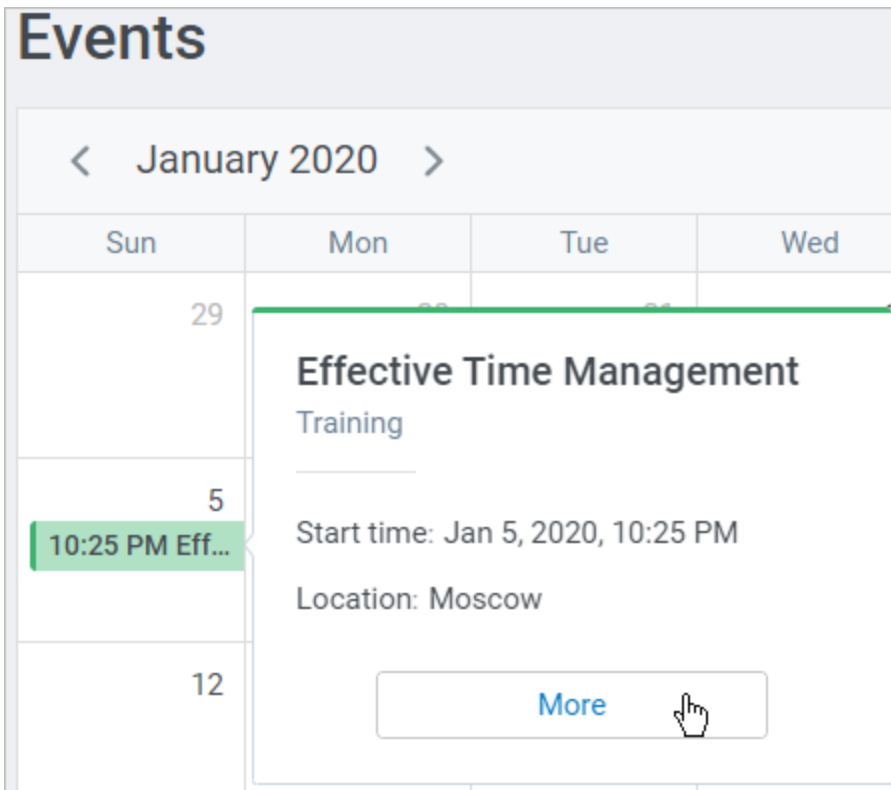
Events

< January 2020 >							Month	Week	List
Sun	Mon	Tue	Wed	Thu	Fri	Sat			
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5 10:25 PM Eff...	6	7	8	9	10	11			
12	13 10:28 PM W...	14	15	16	17	18			
19	20	21	22	23	24	25			

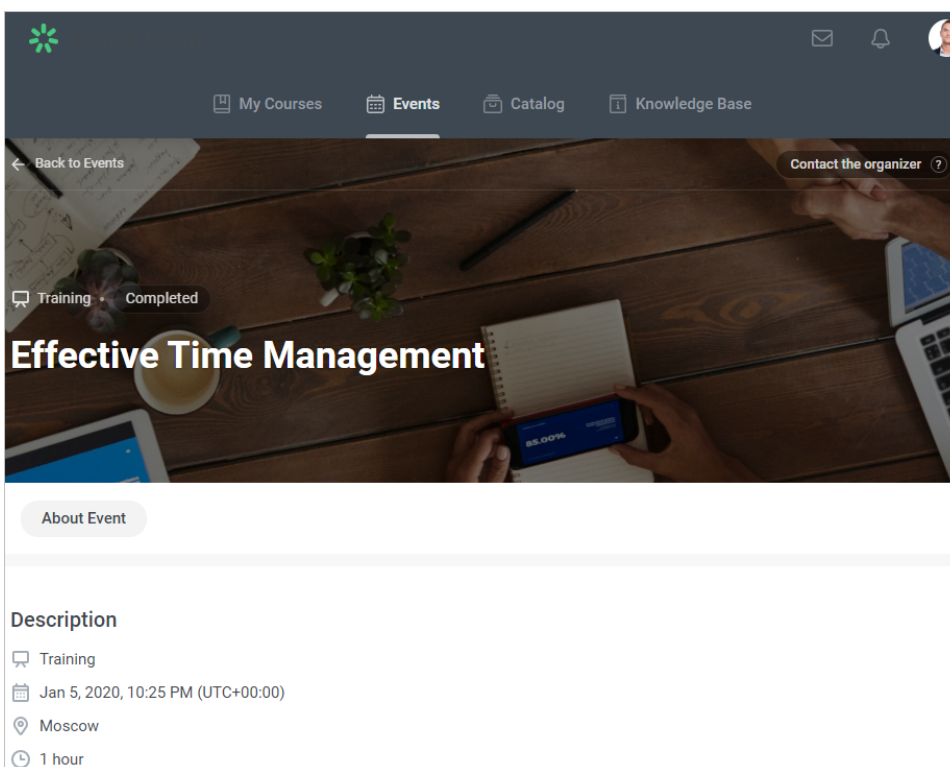
Viewing an Event

To view detailed info on a training or a web meeting:

1. Click on the event title in the calendar and hit the **More** button in the opened window.



2. On the event page, you will be able to view all the main information on it.



Participating in Events

Trainings are on-site events that take place outside iSpring Learn. Learners come to the training at the appointed time and place.

Speaking of **web meetings**, students can join them by clicking on:

- a link in the email that arrives after the web meeting starts,
- a notification that will appear in the account,
- the event title in the events calendar.