### Putting the Pieces Together
Learning Space is the single registration system for all district training and professional development at DPS - not only for our teachers, but for all educators in the district. It interfaces with Infor HR, our employee database, and Schoology for online-delivered content.

### Roles and Responsibilities
All DPS employees have access to Learning Space.

### Which Outcome to Expect
The steps in this guide outline how to access Learning Space and related resources.

### Where to Find Additional Resources
For more information and guides about Learning Space, visit the Employee Action Center—Learning Space Resources on The Commons.
ACTION:
Log in to Learning Space

1) Access thecommons.dpsk12.org. Using the Portals and Tools dropdown at the top of the screen (a), select Employee Action Center (b).

2) Click on Register under District Training and Professional Development (a) to access Learning Space.

Where to Find Additional Resources
- From this page, you can access the Learning Space Resource Center on the left for quick access to step-by-step guides & resources for all Infor HR processes.
3) Using your district credentials, enter your **User Name** and **Password**, then click **Login**.

3) This will open the Learning Space Dashboard.