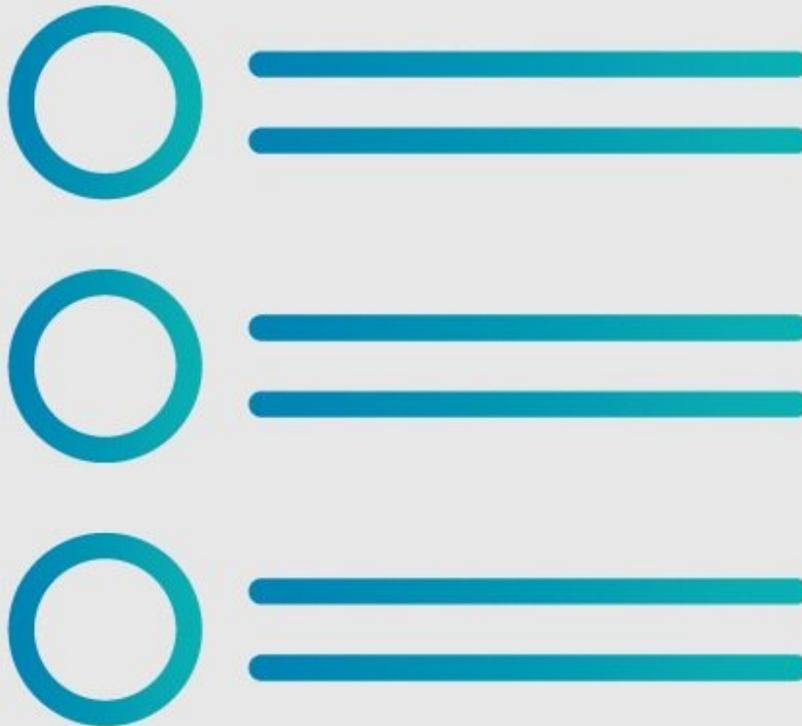




How to View All Courses Associated With an External Course Stage

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Written By: Dozuki System



Step 1 — How to See All Courses Associated with an External Course Stage

The left screenshot shows the HANSAW user interface. The user profile menu is open, and the 'Manage' option is highlighted with a red box. The right screenshot shows the 'Approvals' page. The sidebar on the left has 'Document Control' and 'External Content' highlighted with orange and yellow boxes respectively. The main content area shows a list of approval requests, including 'How to Lock Out/Tag Out (LOTO)', 'Ethylene Vinyl Acetate MSDS', and another 'Ethylene Vinyl Acetate MSDS' entry.

- Click **Manage** in the User drop-down menu to go to the Management Console.
- Click the **Document Control** tab.
- Click **External Content** to bring up the list of external content.

Step 2

The screenshot shows the 'External Content' table. The 'Location' column is highlighted with a red box. The table contains one row of data:

Title	Updated	Learning Standard	Location	Version	Status
First Aid - Shock	08/16/2023	SCORM 1.2	New Hire Onboarding	v1	Active

- Under the **Location** heading, you can see which courses the external content exists as a stage in.

