

## Access, find, enroll in and complete generic Facets training within Cognizant University




### Accessing Cognizant University

- **Login URL:**  
<https://www.xxxxxx.com/login.php>
- **Username:** **Your BCI Email**
- **Temporary Password:** **'xxxxxxxx'**

You'll then change your password, add security questions, and agree to terms.

### Navigation / Orientation Courses & Demos

- **Cognizant U. Course:** **"CU Help Video – How to Search a Course"** 
- **BCI Cognizant U. Orientation Zoom Recordings**
  - **June 14<sup>th</sup>, 2023 AM** Session PW: xxxxxxxx
  - **June 14<sup>th</sup>, 2023 PM** Session PW: xxxxxxxx
  - **Sign into Zoom via SSO & enter password**

## Keyword Searches Starting from the HOME Page

**Home** Me Training Library Communities

Search Portal

claims 5.9

Type in keywords like **'Pay holds'** **'claims'** or **'prior authorizations'** (case doesn't matter) into the **HOME** page search box and click the magnifying glass search icon. Add a space and include **'5.9'** to focus on training content for Facets 5.9 (which is the Gemstone 3.1 version of Facets).

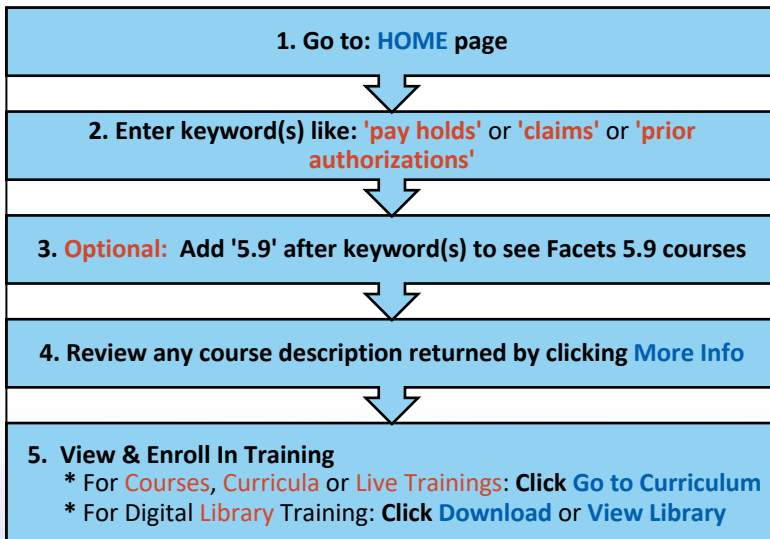
All available courses that contain your keywords will be shown below - organized by their respective training categories of: **Courses, Curricula, Digital Library** or **Live Trainings**.

All | **Courses** | Curricula | Digital Library | Live Trainings

Facets Medical Claims Introduction | FACETS.EUT.CLM.300 v5.9  
by Tammera Atencio | 4 steps | No reviews | ★★★★★

Click a category button to jump to **'claims 5.9'** search results for **Courses, Curricula, Digital Library** or **Live Trainings** categories.

## Keyword Search Steps from the HOME Page



## Direct Search: By Training Catalog Course Code

1. Locate the Course Catalog:  
**COMMUNITIES** Menu > **BC Idaho** > **Wall** > **Post**
2. Click On PDF Posted by Christine Warner entitled:  
**"CU Product Training & Cert Catalog Sept 2023.PDF"**
3. Expand menu to locate a course of interest
4. Locate course code (example shown below)
5. Use the course code as a keyword to search by

