



# Know Net Tips

<http://www.knownet.hhs.gov>

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Using Know Net and its SuperSites, Desk References and Online Testing to Advantage

## Simple Blue

Let's get acquainted with Know Net. We recommend beginning by becoming familiar with Simple Blue - the **Blue Navigation Bar** near the top of each screen in Know Net.

Once you learn the **Blue Navigation Bar**, you can easily find what you are looking for in just a click or two anywhere on Know Net. Let's start by locating **Home** and then step across the Navigation Bar.



• Sites

• Desk References

• Support

• Site Map

**Know Net is organized around Federal business-oriented functional areas.**

**The Know Net Flagship Site and all SuperSites are here.**

**Get access to Instruction and Online Testing in Federal business-oriented functional areas here.**

**Certificates of Course Completion and Certifications are based on the Desk References.**

**On the Job aids to help you get your work done quickly are found here.**

**Each Site has customized Support.**

**View the contents of your current Site here.**

### CONNECTING THE DOTS...

Simple, isn't it? And the **Blue Navigation Bar** in the Desk References is essentially the same. However, it also allows you to select Learning Modules, Topics and Testing under **Instruction**. Also, for quickest access to topics the pros use most, there's a neat feature called **Hot Topics**.

## KNOW NET

### KEY FEATURES

#### GLOBAL

- Simple Blue Navigation Bar
- Powerful Search
- Handy ShortCuts and Quick Links

#### SuperSite

- Federal Business-Oriented Functional Knowledge Repository

#### DESK REFERENCE

- Simple Blue Navigation Bar with Instruction and Hot Topics
- In-depth Learning Modules
- Expanded, Customized and Integrated Performance Support

#### ONLINE TESTING

- 24/7 Web Access to Pre-test, Practice Test and Final Test Functions after Enrollment
- Online Transcripts and Coaching Reports
- Certificates of Course Completion and Certifications