

# Learner Experience Portal (LxP)

Customer How To (Non-AAD)

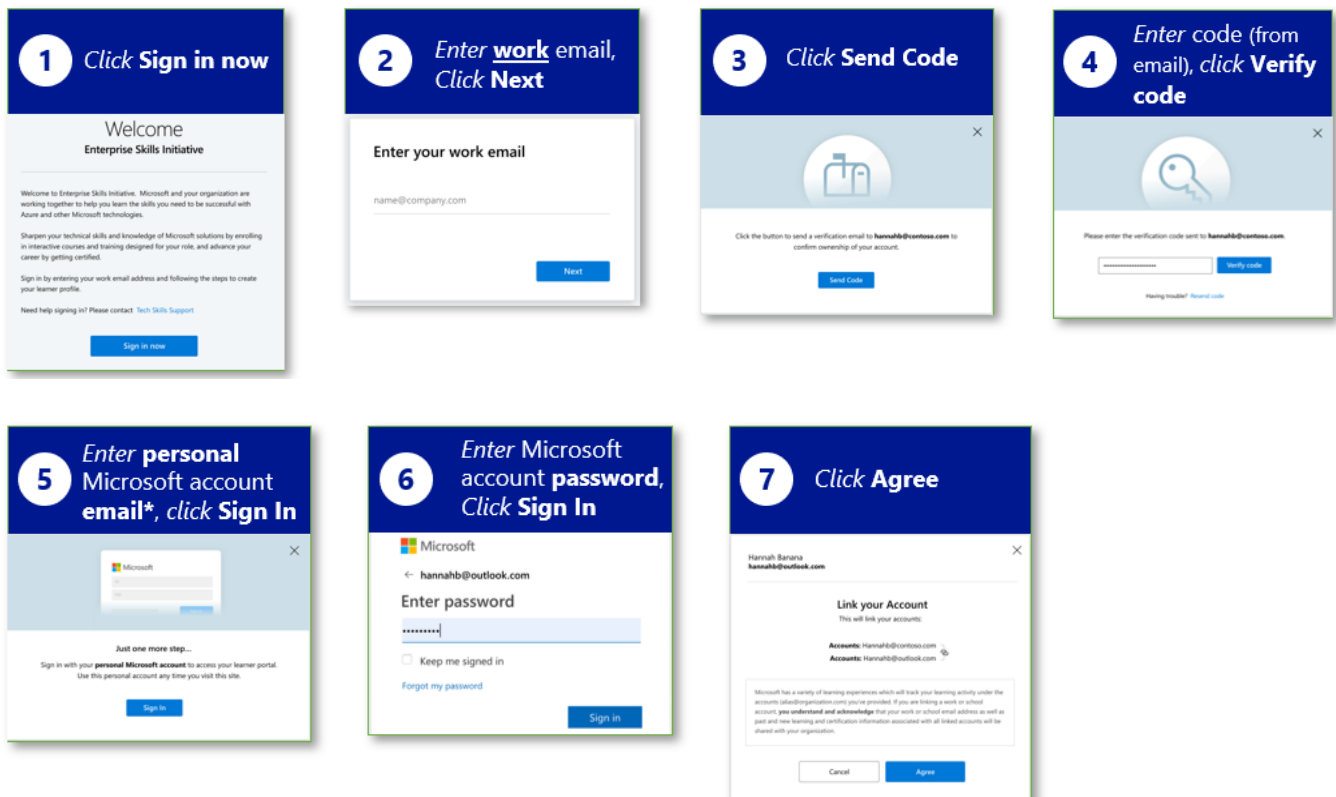
The LXP will modernize the way your employees register and access Microsoft training events. This new portal will also give your learners the opportunity to register for Microsoft Exam Certifications without the need for vouchers or codes.

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## Accessing the LxP

1. Navigate to the [ESI Learner Experience Portal \(LxP\)](#)
2. Log In



3. On your first log in, select your preferences for Language, Time Zone, and Azure role; *click* **Done**

The screenshot shows a profile setup form with four sections: Language, Location, Role, and Your Learning Data. The Language section has a dropdown menu set to 'English (United States)'. The Location section has a dropdown menu set to '(GMT-08:00) Pacific Time (US & C...)'. The Role section has a dropdown menu set to 'Azure Developer'. The Your Learning Data section contains a paragraph of text and a 'Done' button at the bottom right.

Language: Add a preferred language  
English (United States)

Location: Select your time zone  
(GMT-08:00) Pacific Time (US & C...)

Role: Select a learning role  
Azure Developer

Your Learning Data: Microsoft has a variety of learning experiences which will track your learning activity under the organizational account (account@microsoft.com) you've provided. By using your organizational account, you understand and acknowledge that your email address as well as past and new learning and certification information will be shared with your organization.

Done

## Navigating the LxP

**LEARN ON YOUR OWN**  
**Microsoft Learn**

Explore a topic in-depth through guided learning paths and interactive, hands-on modules.

[Explore](#)

*Click **Explore** to see online, self-paced learning modules.*

**LEARN THE FUNDAMENTALS**  
**Microsoft Training Days**

Sign up for digital events combining pre-recorded presentations with live moderators supporting attendee questions.

[Explore](#)

*Click **Explore** to see and register for Azure Fundamental courses.*

**INSTRUCTOR-LED TRAINING**  
**Microsoft-Delivered Courses**

Enroll in role-based and specialty instructor-led virtual training delivered by Microsoft Certified Trainers.

[Explore](#)

*Click **Explore** to see and register for Azure role-based courses.*

**INSTRUCTOR-LED TRAINING**  
**Learning Partner Training**

Enroll in discounted role-based and specialty instructor-led training delivered by authorized Microsoft Learning Partners.

[Register](#)

*Click **Register** to see available Learning Partners and sign up for Discounted Class Seat courses.*

**GET CERTIFIED**  
**Microsoft Certifications**

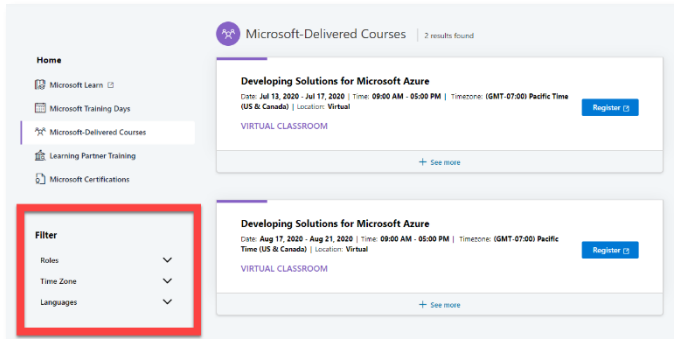
Advance your career, earn recognition, and validate your technical knowledge through accredited Microsoft Certifications.

[Schedule](#)

*Click **Schedule** to sign up for your Azure Certification Exam at no cost.*

## Using Filters to See More Course Options

When viewing Microsoft Training Days or Microsoft-Delivered Courses filters can be changed to reveal additional courses



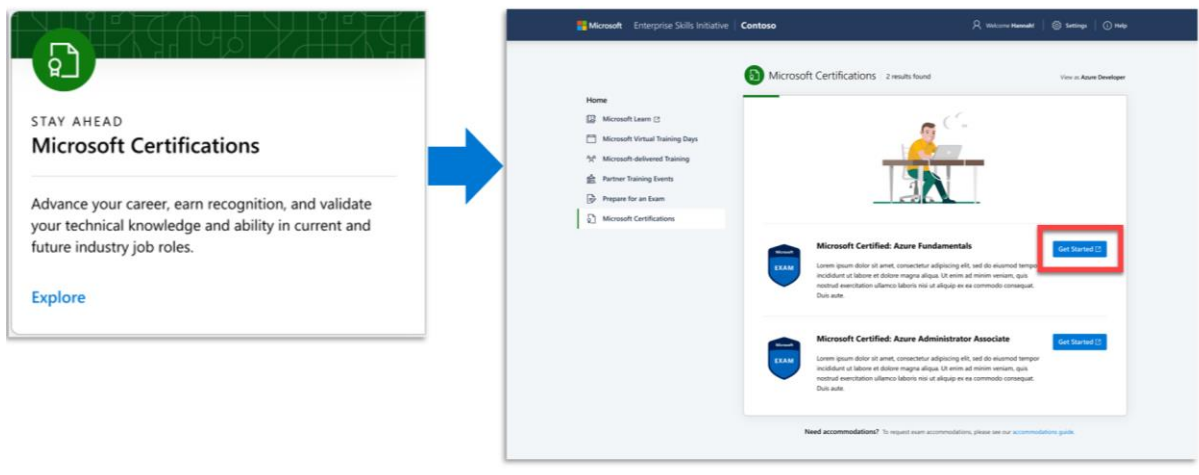
**Role** – Select additional roles to see courses associated with that role

**Time Zone** – Select additional Time Zones to see course offerings in a Time Zone near you

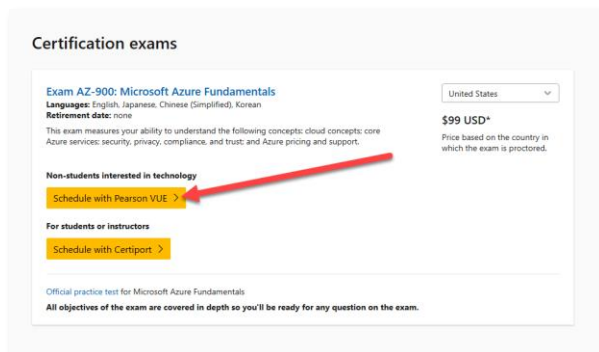
**Languages** – Select additional Languages to see offerings offered outside of your preferred language

## Scheduling an Exam

1. From the Microsoft Certifications section, locate the Azure Exam you would like to take and **click Get Started**



2. Scroll down to the **Certification exams** section, click **Schedule with Pearson Vue** >



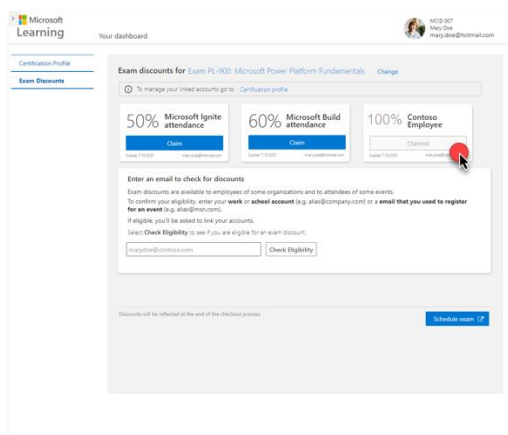
3. Enter your **personal email** address (or **Create One**), click **Next**



4. Enter your personal account password, click **Sign In**
5. Update your profile, click **Save & Continue**
6. To see your discount, you will need to verify your work email



- a. Enter your **work email**, click **Verify Account**
  - b. Enter your **work password**, click **Next**
  - c. Click **Agree**
7. Click **Claim** (this will turn the box from blue to grey)



**\*\* NOTE: The discount will show at the top of the screen. You MUST click "Claim" to apply the discount BEFORE clicking Schedule Exam.**

8. Click **Schedule Exam**
9. Follow the prompts to select language preference, location preference, and select your date / time for your exam.