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With busy schedules, making time for personal development and upskilling is always a challenge. Read about how to make learning more natural with Microsoft Viva Learning, the center for learning in Microsoft Teams.

3 ways to make learning easier

**Start using Viva Learning today!**

Go to **https://aka.ms/VivaLearning** to learn how to add Viva Learning to your Microsoft Teams and start discovering courses.

**Stay organized**

How many times has the challenge of organizing your learning tasks or remembering to check different platforms kept you from going any further? Staying organized in your learning journey is crucial for achieving your goals. The My Learning view in Viva Learning keeps all your learning content in one place, from learning assignments and recommendations to bookmarked and recently viewed courses.

**Learn together**

Learning is more fun – and effective – when you’re doing it with others. Create learning groups for you and your colleagues, foster coaching relationships, and engage in peer learning activities. Share courses and content directly in Teams chat, channels, and conversations with Viva Learning.

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<Your Agency’s Logo Here>

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**Break up learning**

Rather than struggling to block out a whole day or half day to catch up on skills development and learning tasks, break it up into bursts of microlearning throughout the week. Viva Learning makes this easy by bringing into Microsoft Teams, where you’re already spending your day. Just hop into the Viva Learning Teams app in between meetings and pick courses up right where you left off.