

Sustainability Reporting Essentials

Course Login Instructions

New User

Existing User



BROUGHT TO YOU BY WORLD BANK GROUP

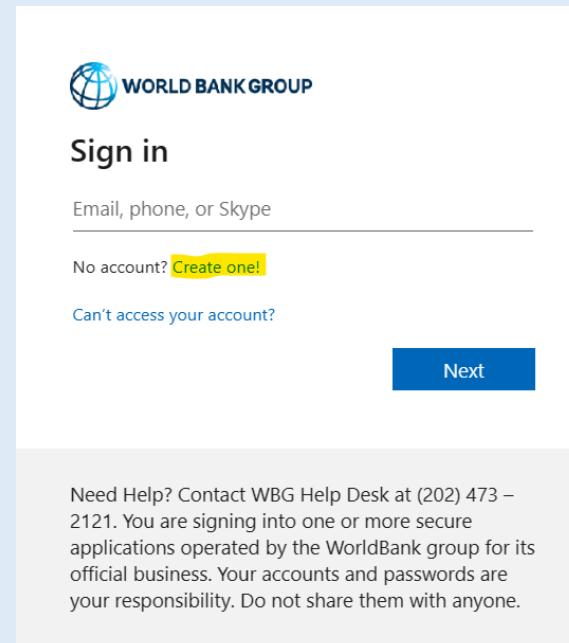
Open Learning Campus
ACCELERATING SOLUTIONS THROUGH LEARNING

Step 1 – New User Sign-up and Login

Steps to sign up as a new external user

To access the course, click the [Sustainability Reporting Essentials](#) course link.

- If you are a new user, click on “Create one!” highlighted in the screenshot below to Create Account.

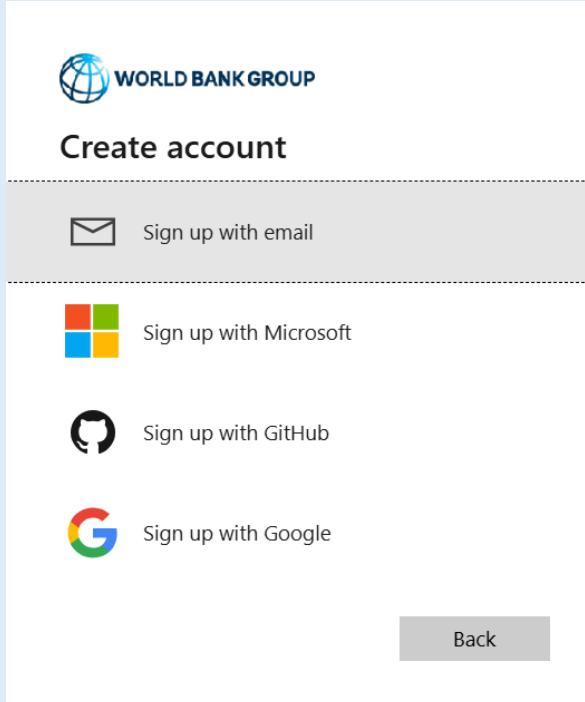


The screenshot shows the World Bank Group sign-in page. At the top is the World Bank Group logo. Below it is a "Sign in" button. A text input field is labeled "Email, phone, or Skype". Below the input field is a link "No account? [Create one!](#)". Below that is a link "Can't access your account?". At the bottom is a "Next" button. A light gray box at the bottom contains the text: "Need Help? Contact WBG Help Desk at (202) 473 – 2121. You are signing into one or more secure applications operated by the WorldBank group for its official business. Your accounts and passwords are your responsibility. Do not share them with anyone."

Step 2 – New User Sign-up and Login

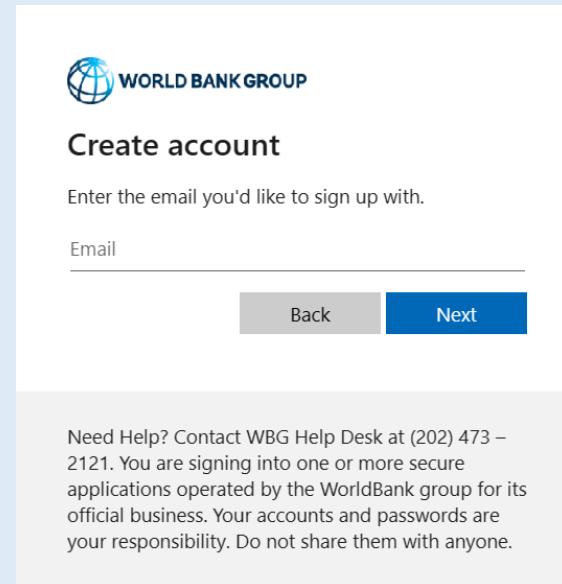
Steps to sign up as a new external user

- Create Account using one of the options



The screenshot shows a "Create account" page with the World Bank Group logo at the top. Below it, there are four options for signing up: "Sign up with email" (represented by an envelope icon), "Sign up with Microsoft" (represented by the Microsoft logo), "Sign up with GitHub" (represented by the GitHub logo), and "Sign up with Google" (represented by the Google logo). At the bottom of the page is a "Back" button.

- Enter the email address you'd like to sign up with



The screenshot shows a "Create account" page with the World Bank Group logo at the top. Below it, there is a text input field labeled "Enter the email you'd like to sign up with." To the right of the input field are "Back" and "Next" buttons. At the bottom of the page is a note: "Need Help? Contact WBG Help Desk at (202) 473 – 2121. You are signing into one or more secure applications operated by the World Bank Group for its official business. Your accounts and passwords are your responsibility. Do not share them with anyone."

(Enter the Gmail email address for Sign up with Google. Enter the Outlook or Hotmail email address for Sign up with Microsoft.)

Step 3 – New User Sign-up and Login

Steps to sign up as a new external user

- Enter verification code received in your email.
- Read and Accept WBG's privacy statement.



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← olcguestuser2023@yahoo.com

Enter code

We just sent a code to
olcguestuser2023@yahoo.com

Enter code

Next



WORLD BANK GROUP

olcguest2025@gmail.com

Permissions requested by:

 **WBG**
worldbankgroup.onmicrosoft.com

By accepting, you allow this organization to:

✓ Receive your profile data
✓ Collect and log your activity
✓ Use your profile data and activity data

You should only accept if you trust WBG. [Read WBG's privacy statement](#). You can update these permissions at <https://myaccount.microsoft.com/organizations>.
[Learn more](#)

This resource is not shared by Microsoft.

Cancel **Accept**

Step 3(a) – New User Sign-up and Login

Steps to sign up as a new external user

- Enter required basic information details to create profile and Click “**Continue**”.



WORLD BANK GROUP

Add more details

You can use this email to sign in next time.

olcguestuser2023@yahoo.com

First Name*

Last Name*

Country*

Organization Official FullName*

Organization Scope*

Organization Type

Current Function*

How do you learn about OLC

Cancel Continue

Step 4 – New User Sign-up and Login

Steps to sign up as a new external user

- Complete your on-boarding

Add your name and profile image

Hi olc!

Ready to start your journey with us? Let's go through a few steps to personalize your experience.

Email *

olcguest2025@gmail.com

First Name *

olc

Last Name *

guest 2025

Language *

English (English)

1/2 steps

Next

- Add Skills you want to develop

Add skills you want to develop

Focus on growth. Select skills you want to develop for your current or desired role.

Suggested skills

Leadership + Communication Skills + Climate Change +

All Skills

Search Skills

Added skills: 0/5

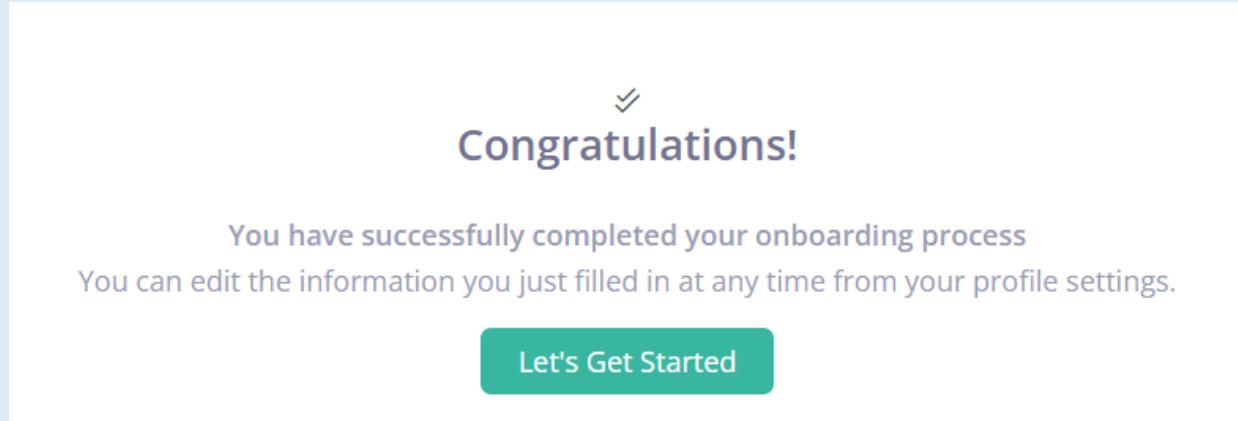
2/2 steps

Next

Step 4(a) – New User Sign-up and Login

Steps to sign up as a new external user

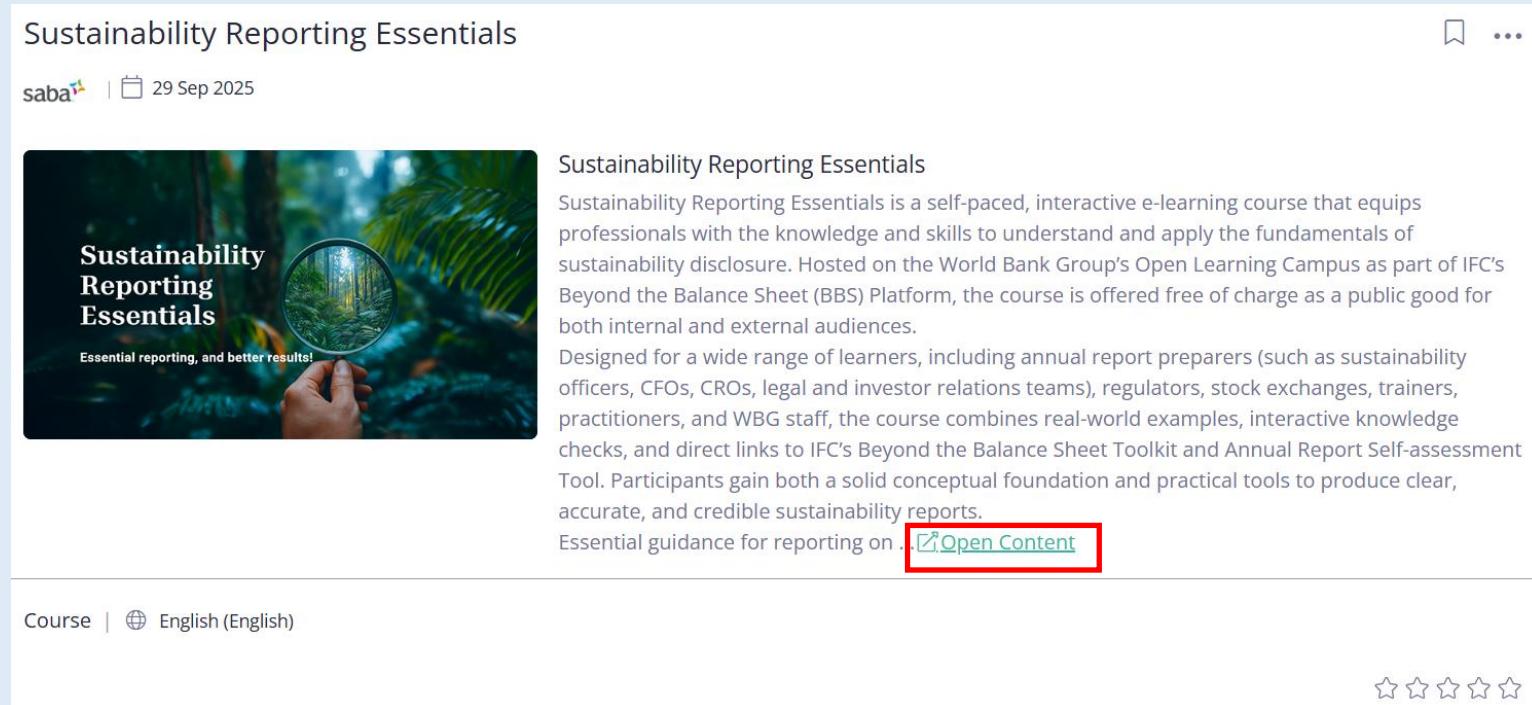
- Click on **Let's Get Started** after successfully completing your onboarding process.



- You will be directed to the course landing page in OLC.

Step 5 – Course Landing Page in OLC

- Click Open Content highlighted in the screenshot below.



Sustainability Reporting Essentials

saba | 29 Sep 2025



Sustainability Reporting Essentials
Essential reporting, and better results!

Sustainability Reporting Essentials

Sustainability Reporting Essentials is a self-paced, interactive e-learning course that equips professionals with the knowledge and skills to understand and apply the fundamentals of sustainability disclosure. Hosted on the World Bank Group's Open Learning Campus as part of IFC's Beyond the Balance Sheet (BBS) Platform, the course is offered free of charge as a public good for both internal and external audiences.

Designed for a wide range of learners, including annual report preparers (such as sustainability officers, CFOs, CROs, legal and investor relations teams), regulators, stock exchanges, trainers, practitioners, and WBG staff, the course combines real-world examples, interactive knowledge checks, and direct links to IFC's Beyond the Balance Sheet Toolkit and Annual Report Self-assessment Tool. Participants gain both a solid conceptual foundation and practical tools to produce clear, accurate, and credible sustainability reports.

Essential guidance for reporting on... [Open Content](#)

Course | English (English)

★★★★★

Step 5(a) – Course Details Page in Saba

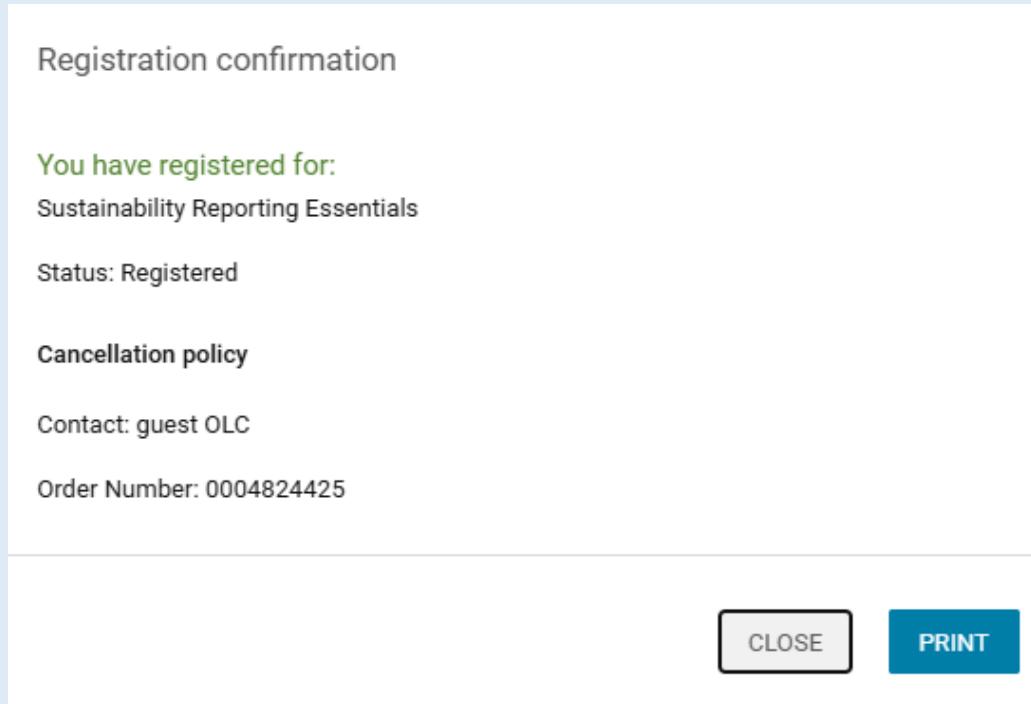
- You will be redirected to the course details page in Saba Cloud.



The screenshot shows the course details page for 'Sustainability Reporting Essentials' on the Saba Cloud platform. The course image features a magnifying glass over a forest scene. The course title is 'Sustainability Reporting Essentials' and the subtitle is 'Essential reporting, and better results!'. The course ID is 0000097517. A 'Not Registered' button is visible, and an 'ENROLL' button is in a blue box. Below the course details, a 'Overview' section contains a description of the course: 'Sustainability Reporting Essentials is a self-paced, interactive e-learning course that equips professionals with the knowledge and skills to understand and apply the fundamentals of sustainability disclosure. Hosted on the World Bank Group's Open Learning Campus as part of IFC's Beyond the Balance Sheet (BBS) Platform, the course is offered free of charge as a public good for both internal and external audiences.' A 'Show More' link is at the bottom of this section.

Step 6 – Registration Confirmation

- After clicking the Enroll button, you will see the registration confirmation window, shown in screenshot below. Please close the registration confirmation.



Step 7 – Launch the Course

- You will be redirected to the course details page in Saba Cloud.
- Click the “CONTINUE” button or the “LAUNCH” button in the activities section to access the course.

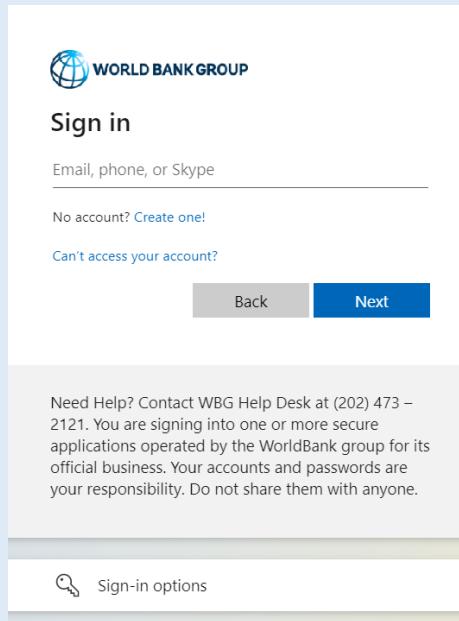
The screenshot shows the course details page for 'Sustainability Reporting Essentials'. The course title is displayed at the top, along with the class ID (0000097517) and a status bar indicating 'In Progress' and 'Registered on: 04-NOV-2025'. A prominent 'CONTINUE' button is highlighted with a red box. Below the main title, there are tabs for 'Progress and Activities', 'Overview & Other Information', and 'History'. The 'Progress and Activities' tab is selected. Under this tab, course details are listed: 'English | Self-Paced | Class ID: 0001085005' and 'Total duration: 00:00 Hrs'. A 'DROP' button is visible. The 'Activities' section lists two items: 'Sustainability Reporting Essentials' (status: 'Not evaluated') and 'Course Evaluation- Sustainability Reporting Essentials (Optional)' (status: 'Not evaluated'). The 'Sustainability Reporting Essentials' item has a 'LAUNCH' button highlighted with a red box. The 'Course Evaluation...' item has a 'VIEW' button and a dropdown arrow.



Step 1 – Existing User Login

To access the course, click [Sustainability Reporting Essentials](#) course link.

- For an existing user- Enter your credentials (registered email address, password)
Click on the Next Button.



- Once your credential is validated, you will be logged in successfully and redirected to the course landing page in OLC shown in **Step 2** of the instructions.



Step 2 – Course Landing Page in OLC

- Click 'Open Content' highlighted in the below screenshot.

Sustainability Reporting Essentials

saba | 29 Sep 2025



Sustainability Reporting Essentials

Sustainability Reporting Essentials is a self-paced, interactive e-learning course that equips professionals with the knowledge and skills to understand and apply the fundamentals of sustainability disclosure. Hosted on the World Bank Group's Open Learning Campus as part of IFC's Beyond the Balance Sheet (BBS) Platform, the course is offered free of charge as a public good for both internal and external audiences.

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Essential guidance for reporting on ... [Open Content](#)

Course | English (English)

★★★★★



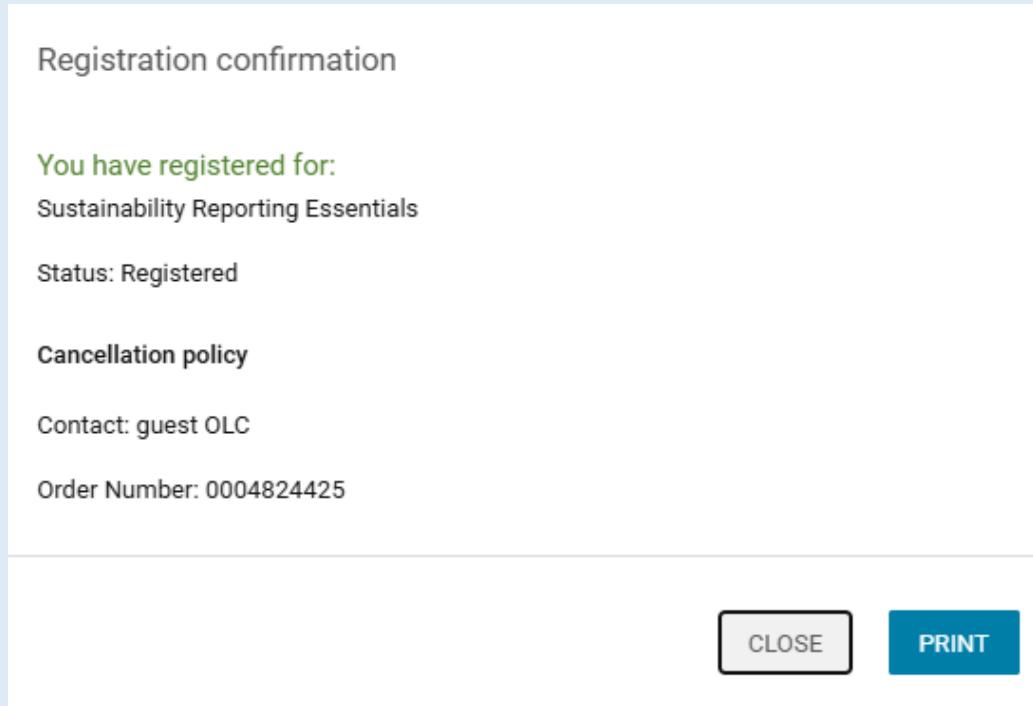
Step 2(a) – Course Details Page in Saba

- You will be redirected to the course details page in Saba Cloud.

The screenshot shows the course details page for 'Sustainability Reporting Essentials' on the Saba Cloud platform. The course image features a hand holding a magnifying glass over a forest scene. The course title is 'Sustainability Reporting Essentials' and the subtitle is 'Essential reporting, and better results!'. The course ID is 0000097517. A 'Not Registered' button is visible, and a large 'ENROLL' button is on the right. Below the course details, an 'Overview' section contains a description of the course: 'Sustainability Reporting Essentials is a self-paced, interactive e-learning course that equips professionals with the knowledge and skills to understand and apply the fundamentals of sustainability disclosure. Hosted on the World Bank Group's Open Learning Campus as part of IFC's Beyond the Balance Sheet (BBS) Platform, the course is offered free of charge as a public good for both internal and external audiences.' A 'Show More' button is at the bottom of this section.

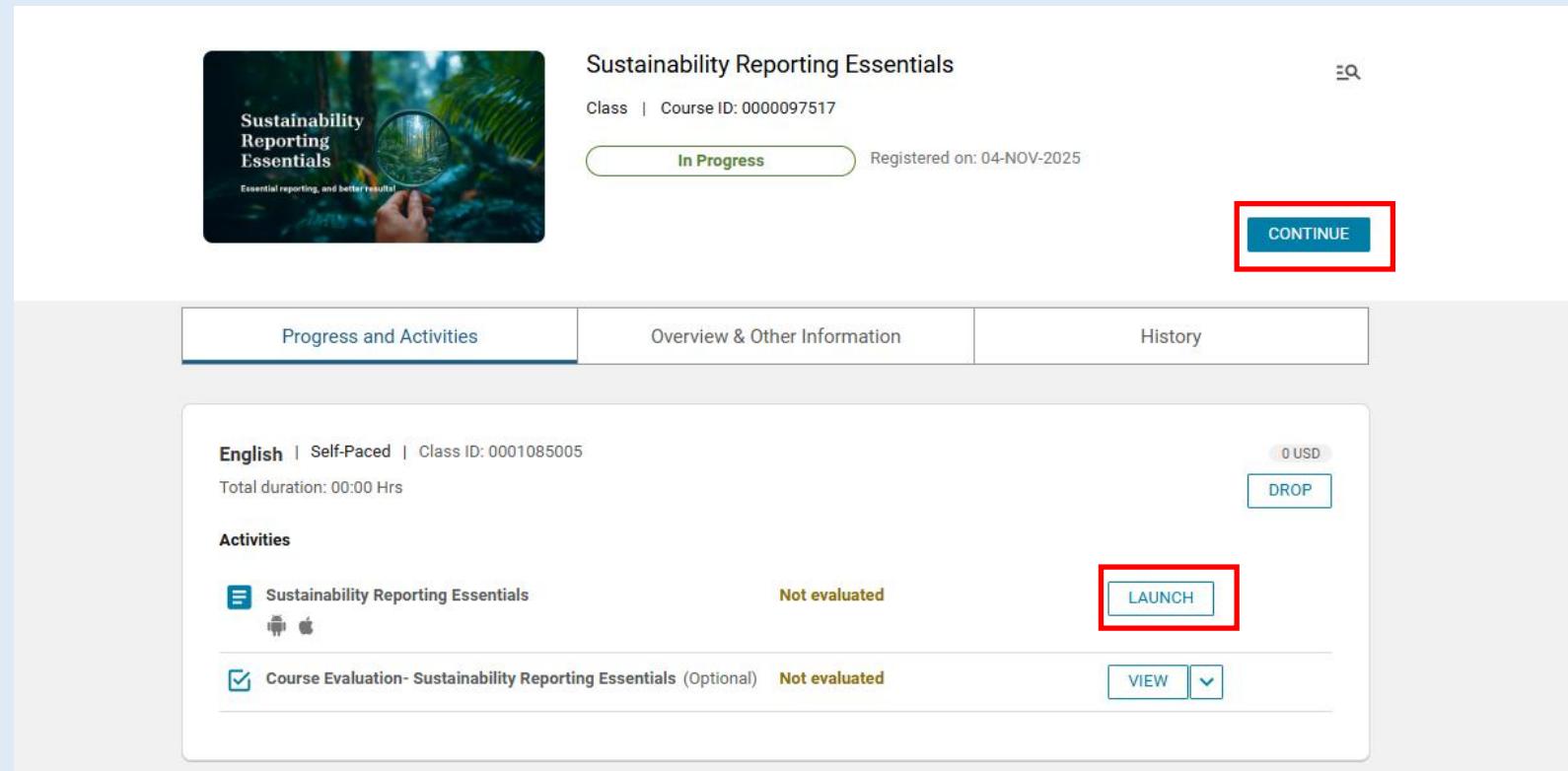
Step 3 – Registration Confirmation

- After clicking the Enroll button, you will see the registration confirmation window, shown in screenshot below. Please close the registration confirmation.



Step 4 – Launch the Course

- You will be redirected to the course details page in Saba Cloud.
- Click the “CONTINUE” button or the “LAUNCH” button in the activities section to access the course.



The screenshot shows the course details page for "Sustainability Reporting Essentials".

Course Information:

- Sustainability Reporting Essentials** (Course Title)
- Class | Course ID: 0000097517
- Status: **In Progress**
- Registered on: 04-NOV-2025
- CONTINUE** button (highlighted with a red box)

Navigation Tabs:

- Progress and Activities (selected)
- Overview & Other Information
- History

Course Details:

- English | Self-Paced | Class ID: 0001085005
- Total duration: 00:00 Hrs
- Activities**
- Sustainability Reporting Essentials** (Not evaluated) **LAUNCH** button (highlighted with a red box)
- Course Evaluation- Sustainability Reporting Essentials (Optional)** (Not evaluated) **VIEW** button

Technical Issues and Support for Participants:

If participants have any technical, sign-up or login issues they can contact olcsupport@worldbank.org.

Please do include in your email the following:

- A clear description of the issue you are facing.
- List of steps to replicate the issue.
- OS and browser with version that you are using to access the course where the issue appears; and
- Screenshot of the screen where the issue appears.

These details will help the support team resolve the issue as soon as possible. You can expect to hear back from the support team within 24 hours