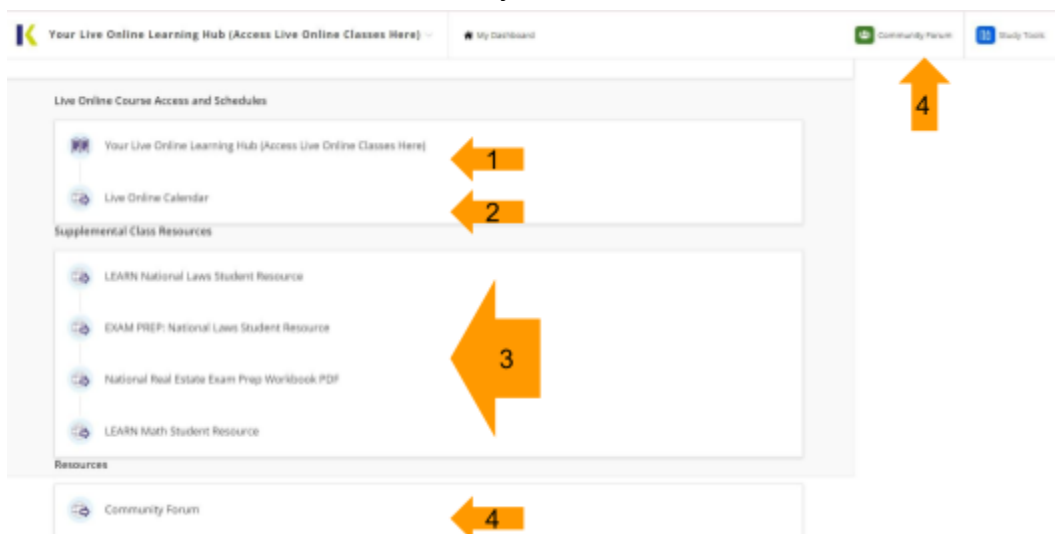


How To Access Live Sessions from the LMS

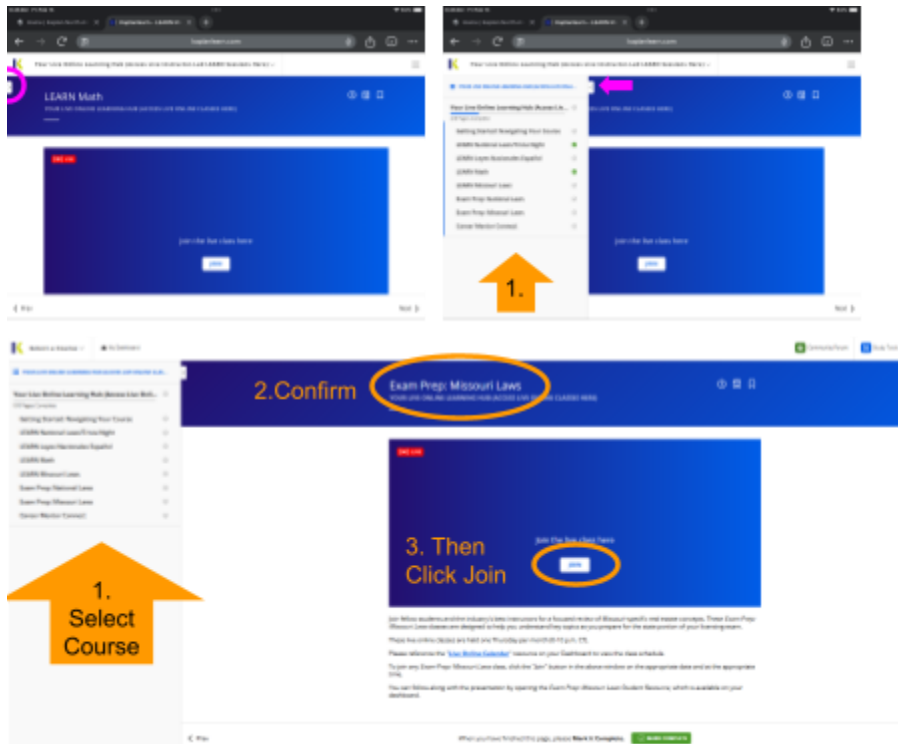
- Log in to the LMS and click Your Live Online Learning Hub (Access Live Online Classes Here)



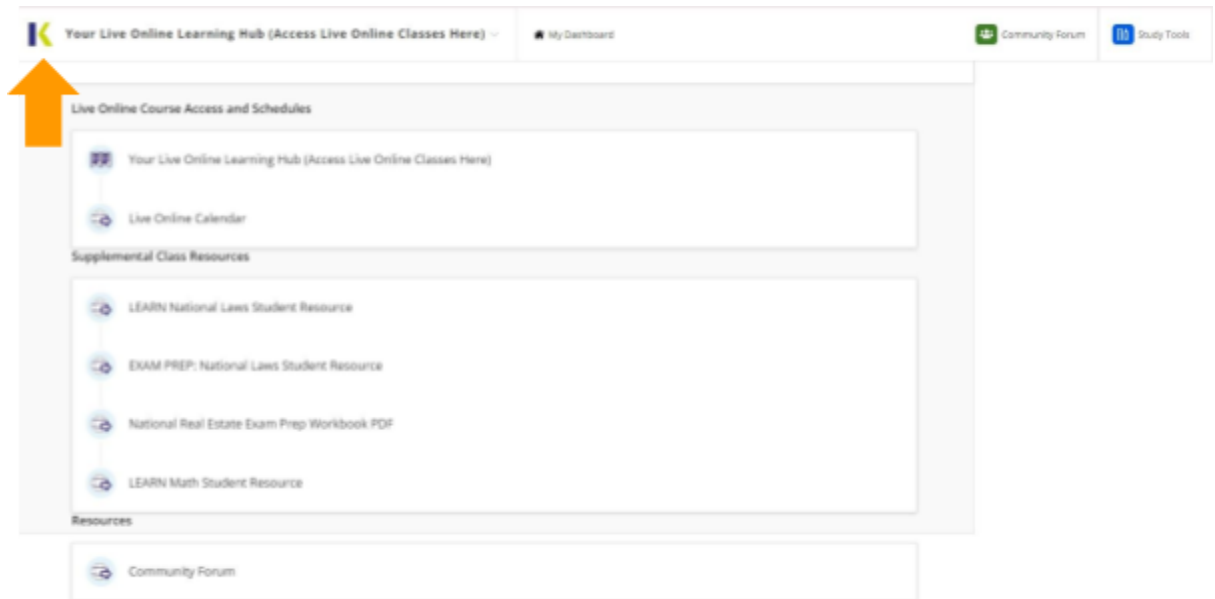
- Once inside, you can:
 - Access the live online courses.
 - Check the calendar to see when the live courses are available.
 - Download class resources.
 - Access the community forum.



- To enter a live session, first, select the appropriate course from the list on the left. Once you've confirmed the course title is correct, click the "JOIN" button.
- NOTE:** If you are trying to attend from a phone or tablet, the menu on the left may be hidden. If that is the case, click the white tab to open the menu. (See pink circle and arrow in image below.)
- NOTE 2:** You can ignore the green checkmarks. They mark which sessions you have attended, but that doesn't mean you can't attend the same session again.



- To return to your dashboard, click the K in the upper left-hand corner, and you will be returned to the list of your courses.

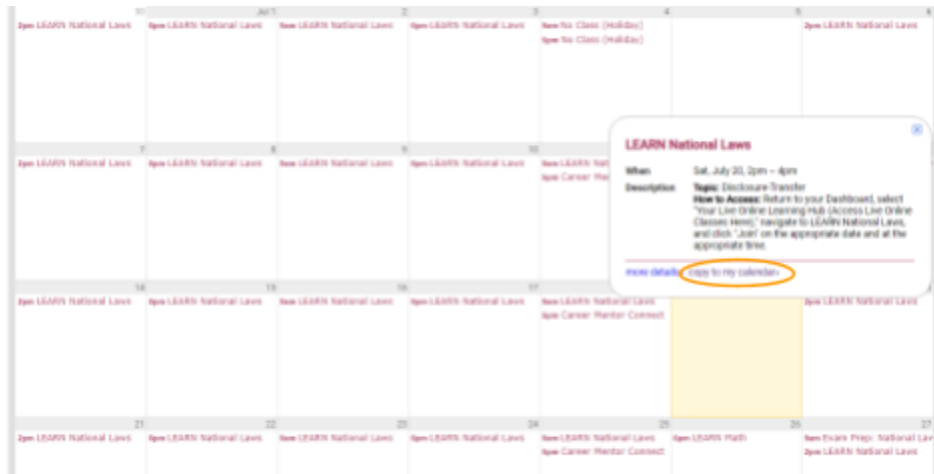


PRO-TIPS:

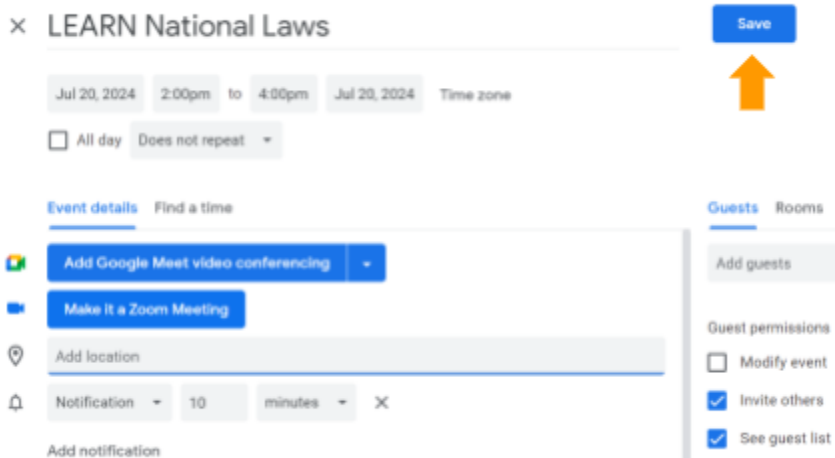
To save the classes to your Google calendar, follow these steps:

- Click on the live online calendar (See 2 above).

- Click the class you would like to add to your calendar, then select Copy to My Calendar.



- It will take you to your Google calendar, where you then click save.



More Pro-Tips:

- You can arrive up to 15 minutes early to class for Q&A. At a minimum, try to arrive on time to class so you don't miss any important information.
- Attend LEARN sessions as often as you would like.
- Ask questions that come up during your studies in the Community Forum (see 4 above).
 - If you have a question, more than likely, someone else does too.