Sustainability of Effective Coalitions

Online Course Enrollment Instructions

Visit this website: https://lms.southcentralpartnership.org/

Create an Account or Log in to an Existing Account
Scrolling to the bottom of the screen, look for the Log In section in the bottom right corner of the page. Click "Create New Account". If account has previously been established, simply Log In.

Complete Profile
In order to sign up for course, the user must complete their personal profile on the site. Complete all required boxes. (Skip this step if profile has been previously established)

To Sign up for Course
1. On the LMS home page, in the black toolbar click "Course Offerings".
2. Click on the title labeled "General Public Health".
3. Scroll down until finding the title *8 Steps to Building Effective Coalitions* and select the course.
4. At the bottom of the page choose "Enroll me". User should not need an enrollment key.
5. Once registered, complete the course as required.

Accessing Saved Trainings
1. From the LMS Home page, click "My Courses" link in the toolbar across the top of the page. This will bring the user to their profile dashboard, where all saved courses are listed.
2. My Courses: choose this to access current courses.
3. My Transcripts: choose this to view completed courses

Course Completion
After the course is completed, it will still show up on the the "My Transcript" tab on the user's dashboard.

Accessing Training Certificates
From the LMS Home page, click "My Courses" link in the toolbar across the top of the page. This will bring the user to their profile dashboard, where all saved courses are listed. Click "My Transcripts" and then "View Certificate" for the training certificate of which the user would like a copy.

YOUTH Connections