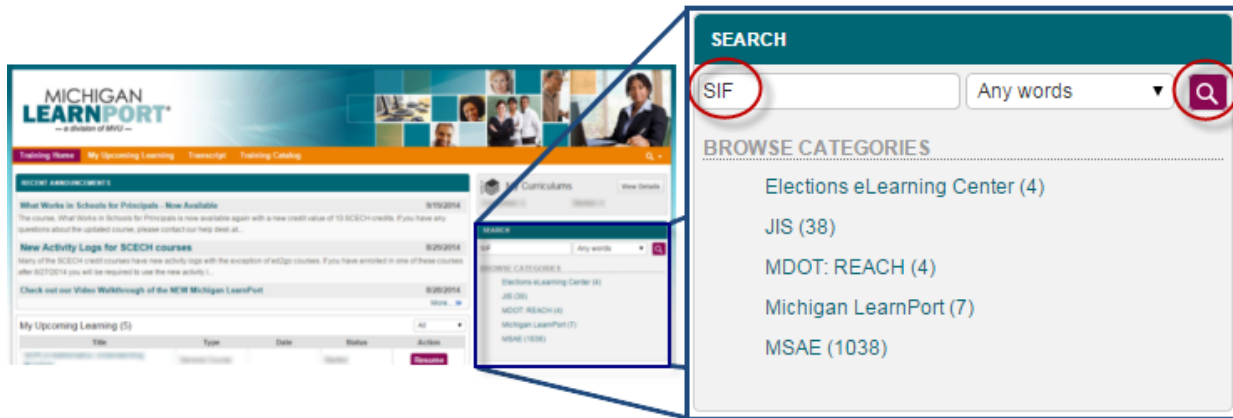
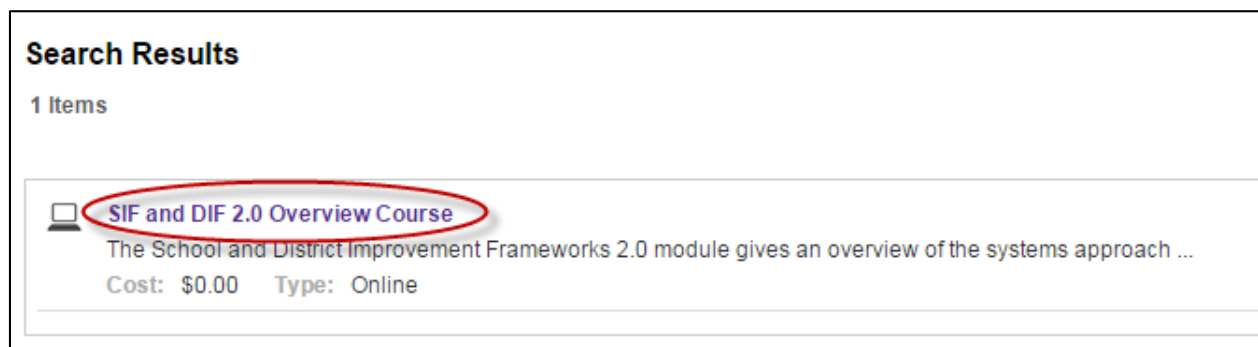


How to Access and Complete the SIF and DIF 2.0 Overview Course

1. Go to <https://mi.learnport.org/> and login. If you do not have a LearnPort account, click on the **Create Account** link and follow the prompts to create your free account.
2. Once you are logged in, enter "SIF" in the search area on the right side of the page and click the search button.



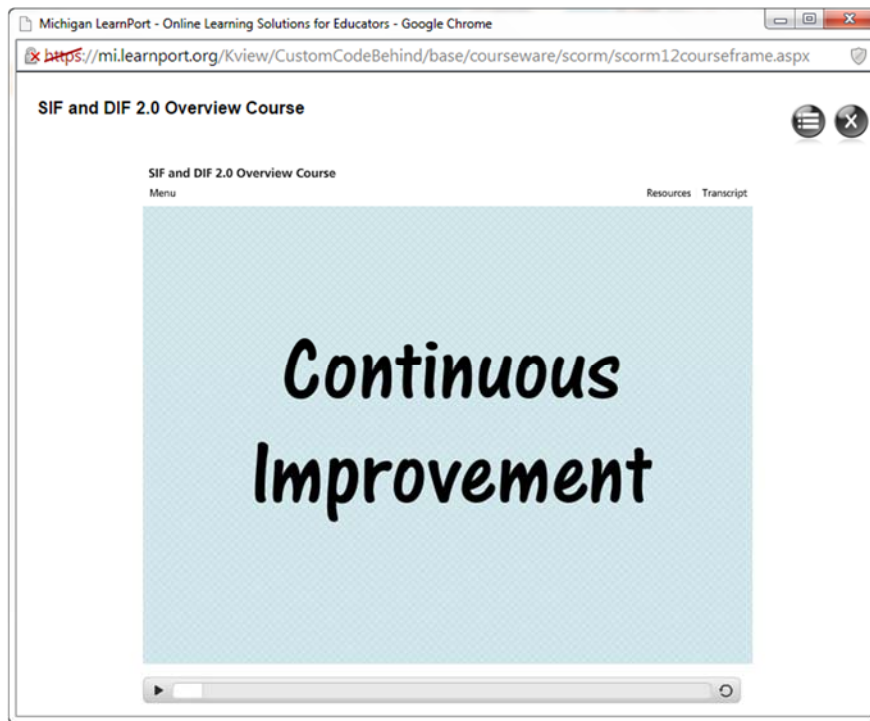
3. On the search results page click on the title of the **SIF and DIF 2.0 Overview Course** to access the course.



4. On the course page, click the **Open Item** button to access the course.



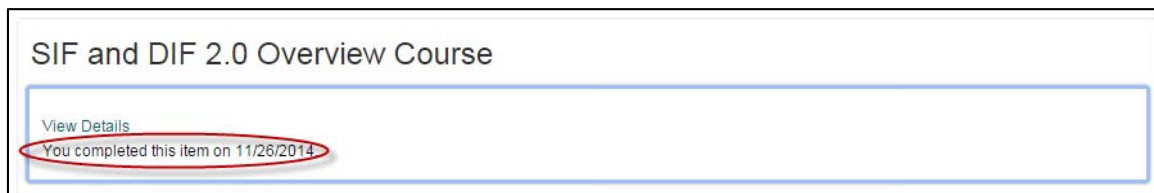
5. The course will launch in a new window and start playing. Follow the prompts in the course to navigate and complete the course. If you need to leave the course before you have completed use the **Exit (X)** button in the top right corner of the window to leave. When you return to LearnPort you will be prompted to resume the course where you left off. Note that you can resize the window if you would like to view the course in a larger or smaller window.



6. When you have completed the entire course, click on the **Exit** button on the last slide of the course. Then click the **Exit (X)** button in the top right corner of the window to close the course.



After exiting the course, it show as complete back on the course home page.



7. To view/print a completion certificate for the course click on the **Transcript** tab on the top, then the View Certificate button in the SIF DIF row. A completion certificate will open as a pdf, which you can save and/or print.

