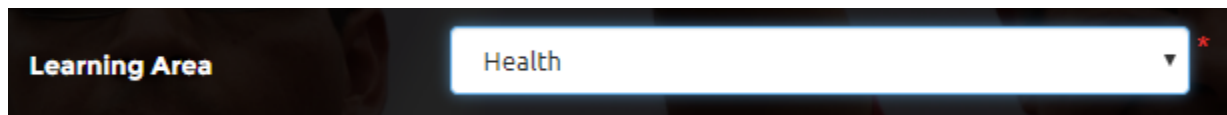**STEP 1**

- Go to the registration homepage by typing learn.specialolympics.org into your internet browser*
- Select the "Register" button

Google Chrome, Mozilla Firefox, or Internet Explorer is required to use the Online Learning Portal

STEP 2

- Your screen will redirect you to "New User Registration- Part I"
- **Select the Learning Area "Health"**

STEP 3

- Complete the other fields as directed
- Note Red Asterisk * fields are required
- Be sure to select the Area of Focus "**Health Professional" or "Other**" and then select your role
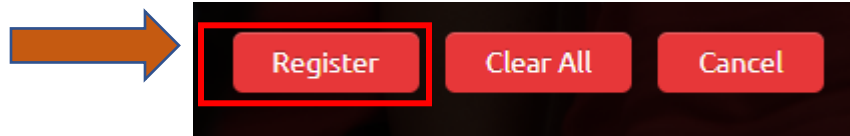
STEP 4

- Once you have responded to the fields in "New User Registration- Part I" check the "I am not a robot" box and check the boxes to agree to the Privacy Policy and Terms and Conditions
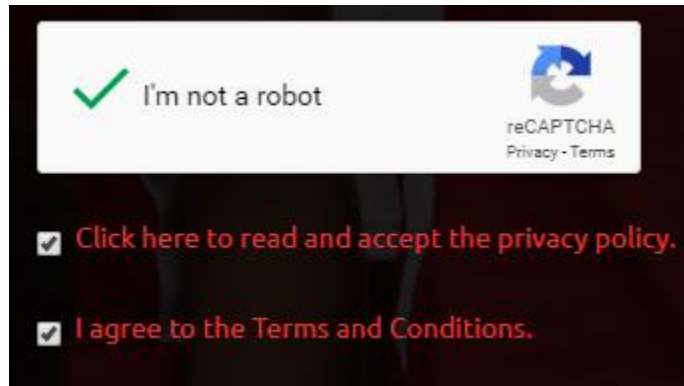
STEP 5

- Click " Register"

STEP 6

- Once you have clicked "Register", you will be redirected to a confirmation message
- Click "Done"

NEW USER REGISTRATION

Thank you for your registration. Check your email to find a message from OKTA to activate your account and set your password. Please contact learn@specialolympics.org if you require assistance.
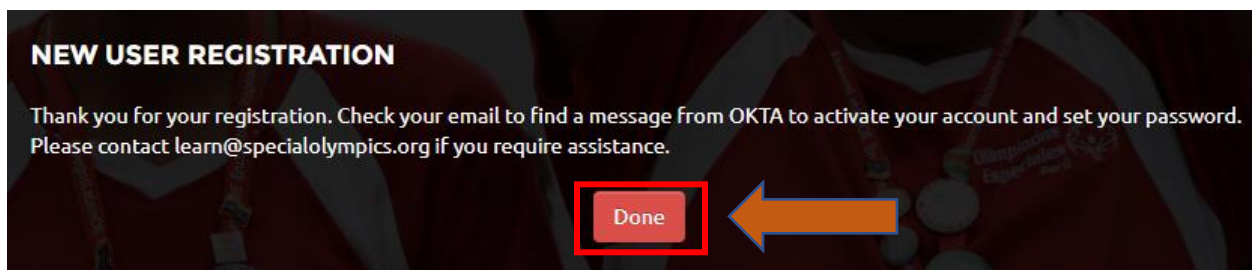
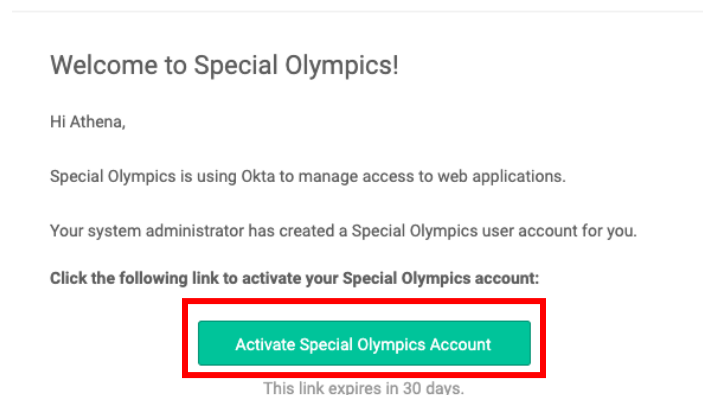*Some users will need to wait up to 48 hours for account approval

STEP 7

- To confirm your account, login to the email you used to register *
- You will receive an email from the sender "Okta" with the subject "Welcome to Special Olympics", as seen below
- Click this email
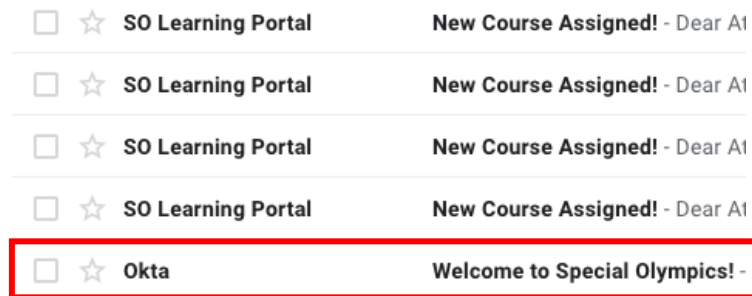
STEP 8

- Once inside the email sent by "Okta", click the green "Activate" button to activate your account
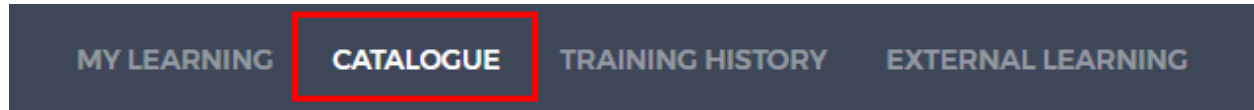- You will be redirected to the homepage

Welcome to Special Olympics!

Hi Athena,

Special Olympics is using Okta to manage access to web applications.

Your system administrator has created a Special Olympics user account for you.

Click the following link to activate your Special Olympics account:

Activate Special Olympics Account

This link expires in 30 days.

STEP 9

- Once on the Learning Portal Homepage, learn.specialolympics.org, click login
- Login with your email and password

Online Learning Portal

Register   Login
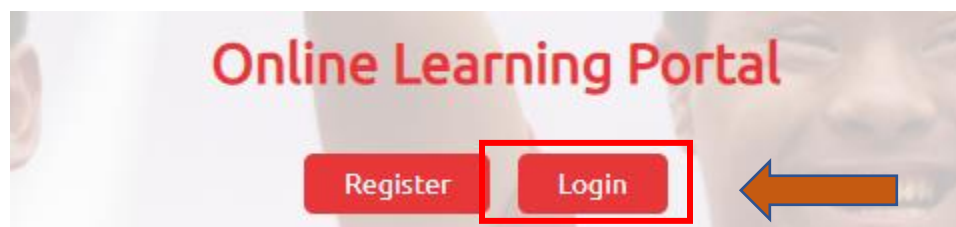
To Navigate to the Coronoavirus Course:

STEP 1

Click the "Catalogue" tab

MY LEARNING	**CATALOGUE**	TRAINING HISTORY	EXTERNAL LEARNING

STEP 2

Find the Coronavirus (COVID-19 Course) under the Course Catalog

STEP 3

Click "Play"

PLAY

STEP 4

Click "Access" or "Play" to begin the course

Access ▶   or   **▶**