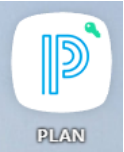
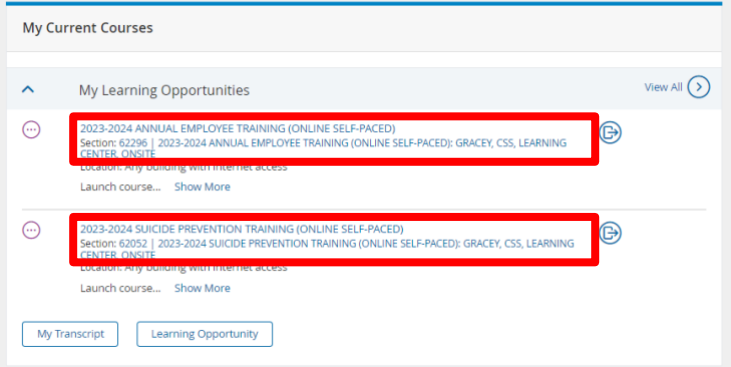

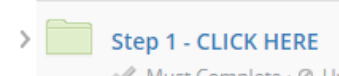
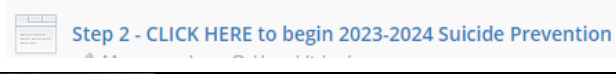

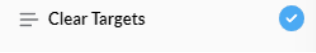


Accessing Online Compliance Courses on PLAN

<p>1. Log into PLAN through Classlink.</p>	<p>www.launchpad.classlink.com/cmcss</p> 
<p>2. Under My Learning Opportunities, select the desired course.</p> <p>Click on the TITLE of the course to launch the course.</p>	
<p>3. The course will open in Schoology.</p>	
<p>4. Click on Step 1 – CLICK HERE</p>	
<p>5. Click On Step 2 – CLICK HERE to begin (course title)</p>	
<p>6. Click Start to begin the content.</p>	
<p>7. Work through all online modules. (A course navigation is located on the left of the content.)</p>	
<p>8. Receiving Credit for Course</p> <p>Once you have worked through all the course content, you will see a “Credit for this Course” module.</p> <p>Once you see the “Congratulations” message, you have completed the course. Your credit should automate within 24 hours, and you will receive an email notification.</p> <p>If you do not receive an email notification within 24 hours, please contact planhelp@cmcss.net.</p>	<p>Credit for this Course</p> <p>Congratulations!</p> <p>You are now finished with the learning portion of the course.</p> <p>You do not need to take any further steps to verify completion. Your credit for this course will automate within 24 hours, and you should receive an email notification of credit issuance.</p> <p>If you do not receive an email notification within 24 hours, please contact planhelp@cmcss.net.</p>