

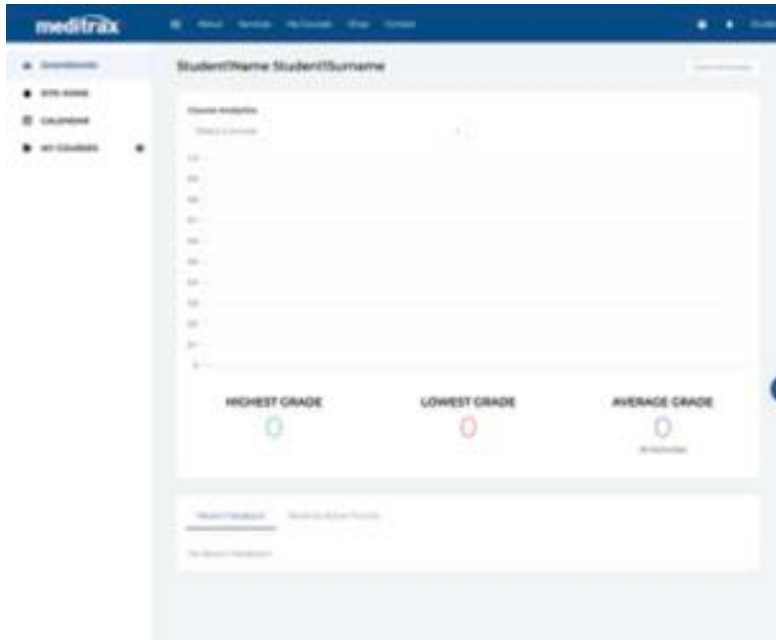


Medi-Learn

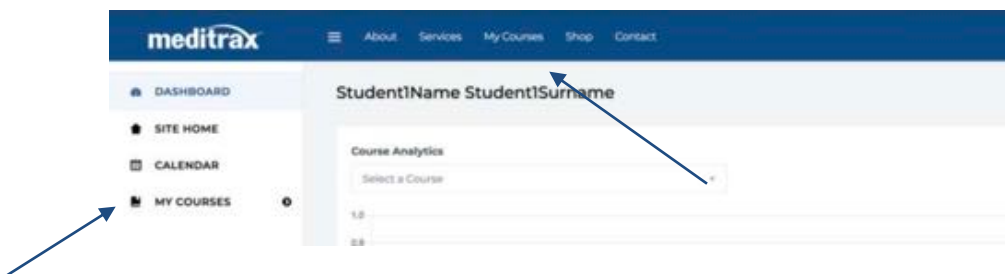
User
Guide

Access your Courses

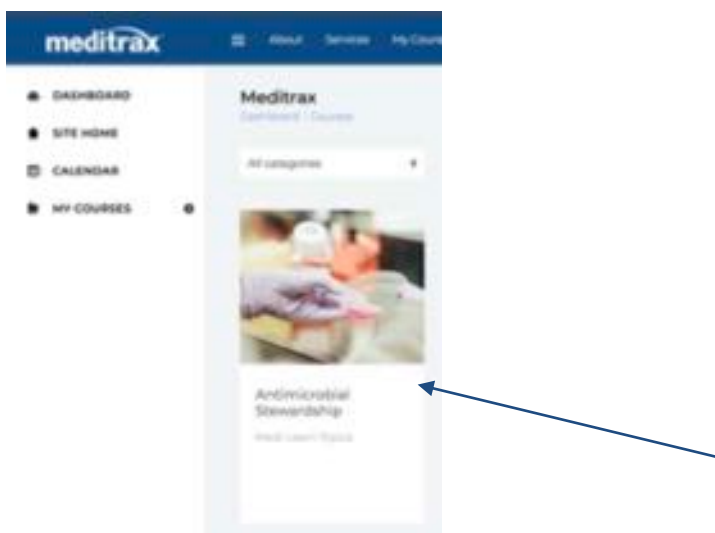
1. Once you are logged in, you will be redirected to the Dashboard.



2. Click on My Courses either in the side bar or main menu at the top of the page.



3. Click on the course of your choice.



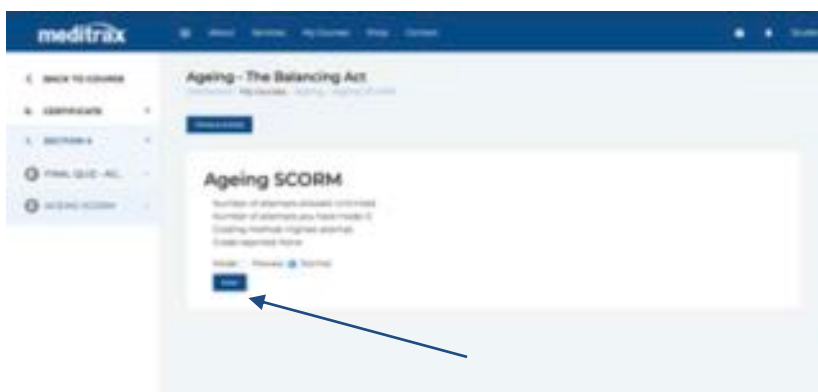
4. Click on *Course Content* or on the topic of the course of your choice, when possible.



5. Click on the start button to access the course content.



6. Click on the Enter button to start the course.



- This will open a pop-up with the course (make sure that your browser is allowed to open pop-ups from this site).



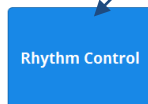
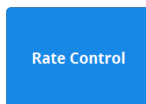
. You can use *Prev* and *Next* to move back and forth through the topic at any time.

Courses Features



Throughout the courses, you will notice some question mark icons. Click on these icons to access further information.

Click on the below buttons for rate and rhythm control drug tables



These buttons will appear every now and then and will allow you to view further information

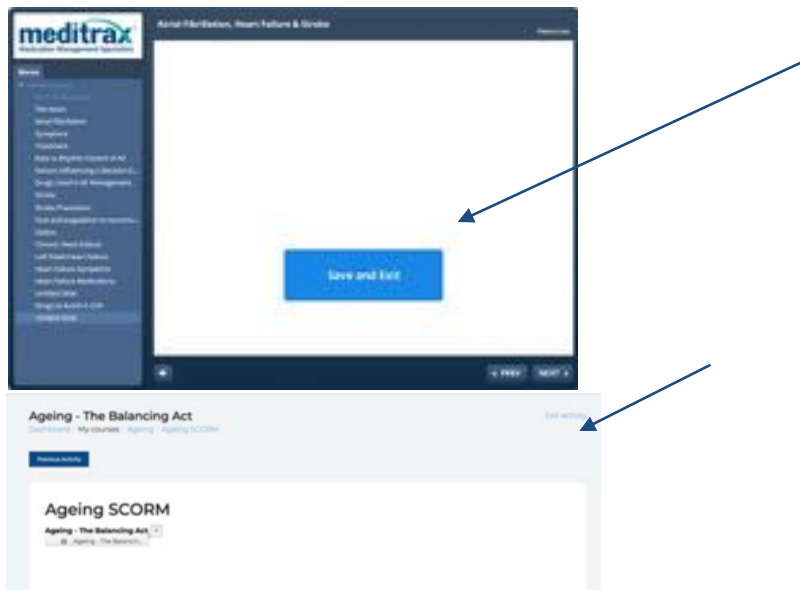


These buttons will link to further information, you are required to click them and to read the content attached before you can proceed with the course. Once ready to proceed you can click on the close button (see screenshot below)



Quizzes

1. After viewing the course content, you will be able to attempt the quiz
 - To access the questionnaire, once you reach the end of the course, click on the 'save and exit' button
 - Alternatively, to exit at any time, click on 'exit activity' at the top of the course page



2. Click on the *Quiz* or *Questionnaire* block



3. Click on the button to access the quiz that applies to you



Certificate

Once you have successfully completed the questionnaire, you will be able to download and save/print your certificate for that topic. To obtain your certificate, use the following steps:

1. Once you achieve the pass mark of 80%, the certificate link on the questionnaire page becomes active (i.e. You will now be able to click on it)
2. Go back to the *quiz/questionnaire page* and click on the certificate link. (The quiz will open in a new tab).

Note: If you have achieved the required score in the questionnaire still cannot click on the certificate link, try refreshing (you can press F5 to do this) your page first.

3. You will then be taken to a screen as shown below, click on the grey button. Your certificate will pop up in a new window.
4. To print your certificate, hover your mouse over the bottom right hand corner of the certificate and click on the print icon.