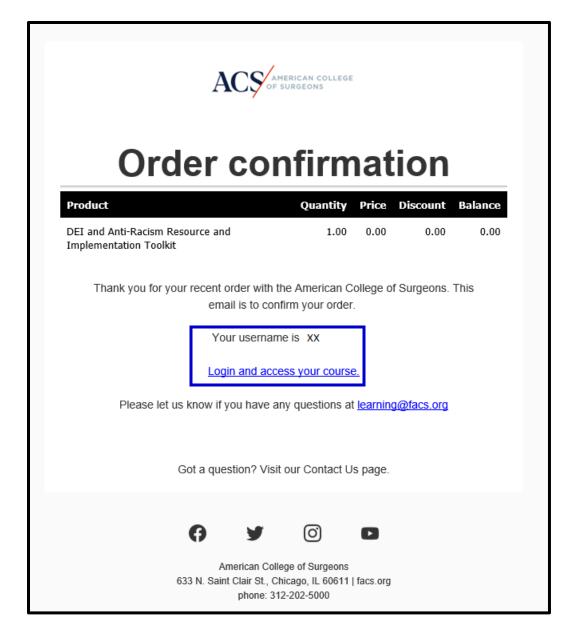


I already enrolled in/purchased a course; how do I access my online course?

If you already enrolled in/ purchased an online course, you will receive an order confirmation email with instructions on how to access your course. Make sure to check your spam and junk folders.

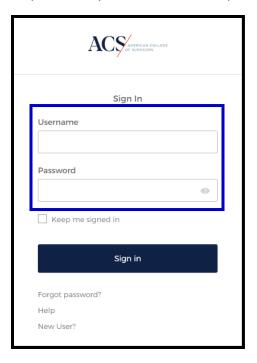
Step 1: Go to your inbox and open the email, as an example below, it should contain the information for the product/course and your username. Click on "login and access your course".



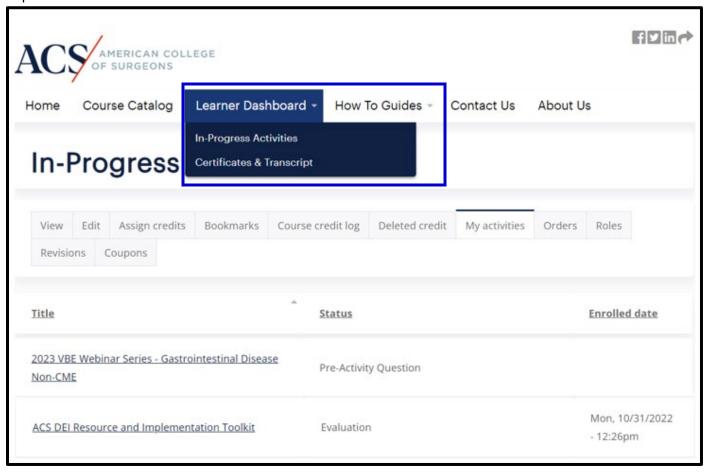
If you cannot find the email, you may also go directly to <u>learning.facs.org</u> and click on "Log in" at the top right-hand corner.



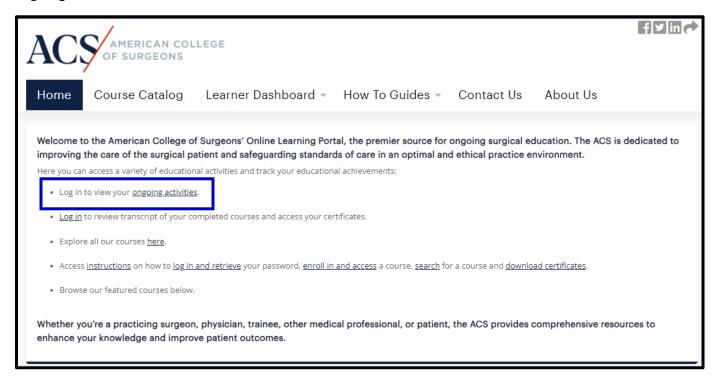
Step 2: Enter your username and password.



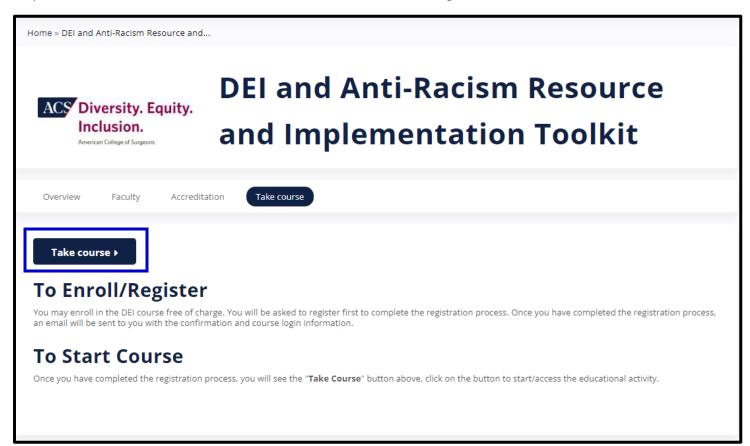
Step 3: After successfully logging in, under the "Learner Dashboard" tab, click on the "In-Progress Activities". There you will see the list of the current activities. Click on the "DEI and Anti-Racism Resource and Implementation Toolkit".



On the home page, you may also find the list of ongoing activities, by clicking on the "Log in to view your ongoing activities".



Step 4: Click on the course title and the "Take course" button to begin.



Step 5: You may view each chapter/unit/module on the left-hand navigation menu, select the one to view, and hit "Start course" to begin.

