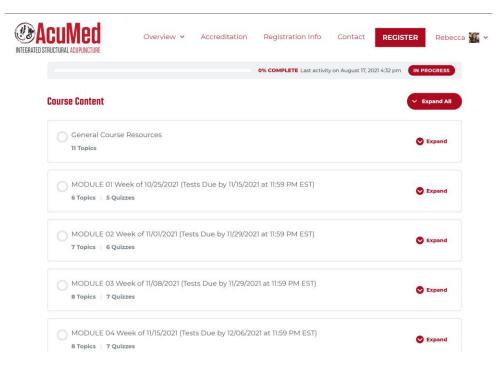
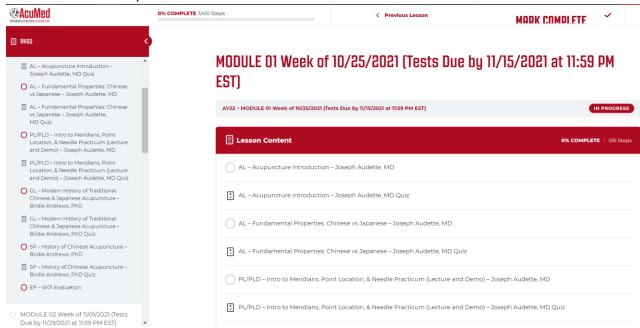
HOW TO COMPLETE THE WEEKLY MODULES

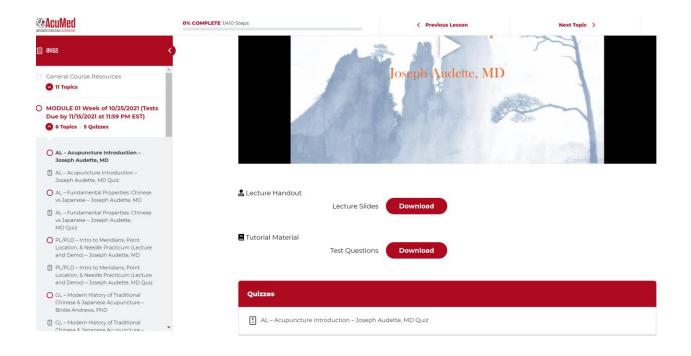
1. When you login you will automatically see the modules.



2. Click on the lecture you want to view.



- 3. The image below displays the content of a typical lecture, generally featuring:
 - a. Lecture Presentation This is the actual lecture. Just click it and enjoy the slide show! When you click the arrow in the middle of the slide, the lecture will play. The lecture CANNOT be downloaded and saved on your computer, but can be reviewed as many times as you like.
 - b. **Lecture Handout** This is a PDF document with the slides of the lecture. When you click on the DOWNLOAD BUTTON, the lecture handout will open in a separate tab. The handout can be downloaded and saved on your computer.
 - c. **Tutorial Material** This is a word document displaying the test questions. When you click on the DOWNLOAD BUTTON, the tutorial material should automatically download to your computer. We strongly recommend that you read the test questions BEFORE you start listening to each lecture. It will be much easier to identify the correct answers. We also recommend highlighting what you think are correct answers, and use the tutorial material document as a reference when you take the real test. Again, you can download and save the tutorial material on your computer.
 - d. Quiz This is the real scored test. To take the online scored quiz, click on quiz name, a new page will appear and then click on the button START QUIZ and follow the instructions on the screen. IMPORTANT: Quizzes are scored and can only be taken ONCE! This means if you open a quiz without submitting your answer, you won't be able to take it again at a later time and your score for that quiz will be 0%. So, before opening a quiz, make sure you have already chosen your answers (with the help of the Tutorial Material Word document).



4. Once a quiz is submitted, you will see your results, view the questions, and click to continue to the next topic in the Module.

