

**APPENDIX W – INSTRUCTIONS FOR TAKING THE ONLINE ORIENTATION COURSE**

This flier was created to instruct volunteers in how to take the Maryland Responds MRC Orientation training in MyiCourse. This flier can be distributed by Unit Administrators at recruitment events or via email to volunteers.

## HOW TO TAKE A COURSE ON MYCOURSE

### Sign up for MyiCourse

- Go to [mdresponds.mycourse.com](http://mdresponds.mycourse.com) and in the top right corner of the page, click **"SIGNUP"**.
- Once you complete registration for a mycourse account and are logged in, follow the instructions below to access the course.



### Enroll in a Course

- From left menu, select **"Course Catalog"**
- Find your course of choice (e.g., *Maryland Responds Orientation Version 2.0*); click green button on the right **"Add this module to cart"**.
- Click button at the top right corner, **"Proceed to check-out"**.
- On the Shopping Cart page, click **"Proceed"**



### Start Course

- From side menu bar, select **"My Enrolled Courses"**.
- To start course, click **"View Course"**.

