#### **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.

# MARYLAND - RESPONDS

## HOW TO TAKE A COURSE ON MYICOURSE

### Sign up for MyiCourse

- Go to <u>mdresponds.myicourse.com</u> and in the top right corner of the page, click "SIGNUP".
- Once you complete registration for a myicourse account and are logged in, follow the instructions below to access the course.

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Dashboard	[] Can (32)
Welcome Page	WELCOME PAGE
🥙 Course Catalog	Welcome to the Maryland Responds Online Training Center!
	prepare Maryland Responders for deployments in the event of a public health emergency and to assist their communities with ongoing public health needs.
	Before you begin your training, make sure that you are registered in the MDResponds Registry. To register, click <u>HERE</u> . To learn more about the Maryland Responds MRC, click <u>HERE</u> .
	Aready registered in the MDResponds Registry? Then you're ready to begin your training) Just click "New User" in the top right corner of the page, crease your online training account and come on in! There is a lot to learn about your role as a Maryland Responder, and we want you to be successful as soon as possible.

#### **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".



#### MARYLAND RESPONDS MEDICAL RESERVE CORPS







#### MARYLAND RESPONDS STATE PROGRAM

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