Self-Paced Courses

1 Sign in to your MTAC Learning Center account.

≡ **MTAC Learning**

⌂ Home

📖 My Learning

▦ Catalog

➤ Skills

⬡ Certificates

📋 Content Hub
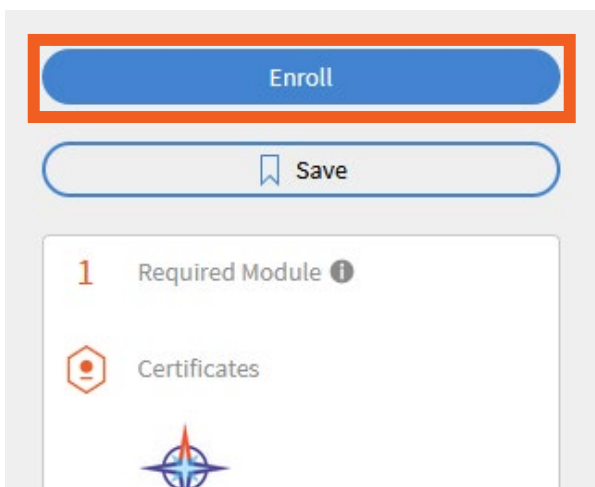
📋 Content Marketplace
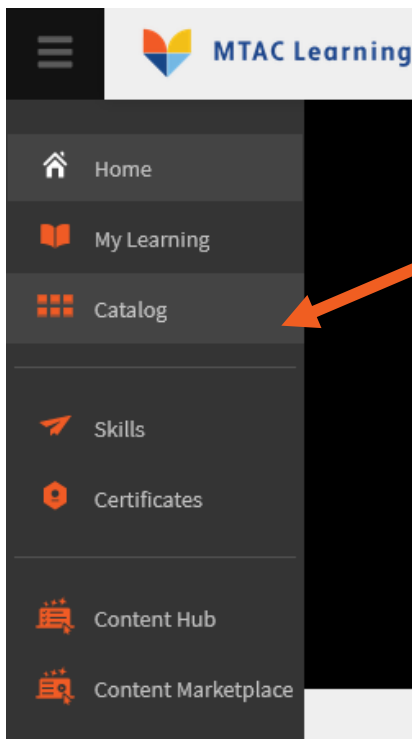
2 Navigate to "Catalog" in the menu on the left.

3 Inside the catalog, on the left side, there are "Tags" that filter courses. For self-paced courses ensure that both "Courses" and "Self Paced" are selected.

Type

☑ Courses
☐ Learning Paths
☐ Certifications
☐ Job Aids

Format

☐ Activity
☐ Blended
☐ Classroom
☑ Self Paced
☐ Virtual Classroom
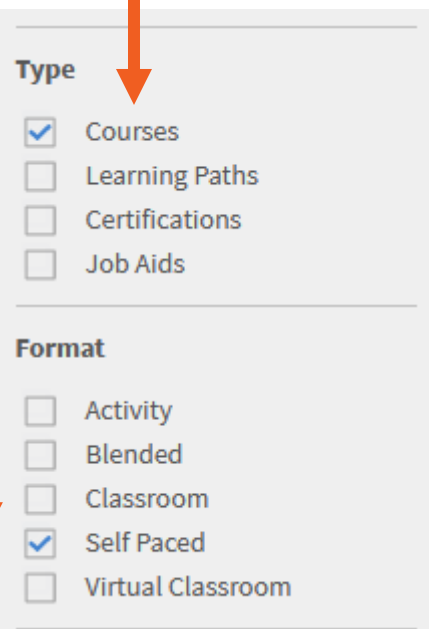
4 Select your desired self-paced course, then click "Enroll"

Enroll

🔖 Save

1 Required Module ⓘ

⬡ Certificates

5 Once enrolled, the course will begin automatically, or click "Start" on the course page to begin the course.

6 Once all modules are complete, select the survey link at the end of the course to generate a certificate of completion. You can find your generated certificates in the left menu.

7 Should you need to cancel your registration please visit the course page and select "Unenroll from Course." at the bottom of the right column.

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