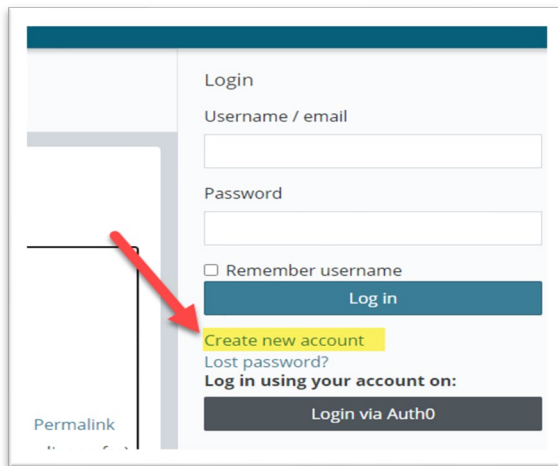
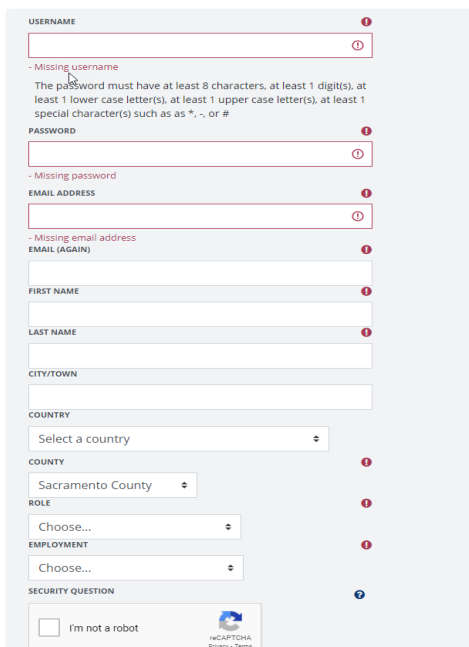


CalMHSAs Learning Management System (LMS) Instructions

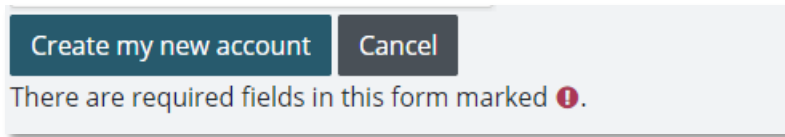
1. Visit the following webpage to access CalMHSAs LMS:
<https://moodle.calmhsalearns.org/>
2. Create a new account (or log in if you already have an account):



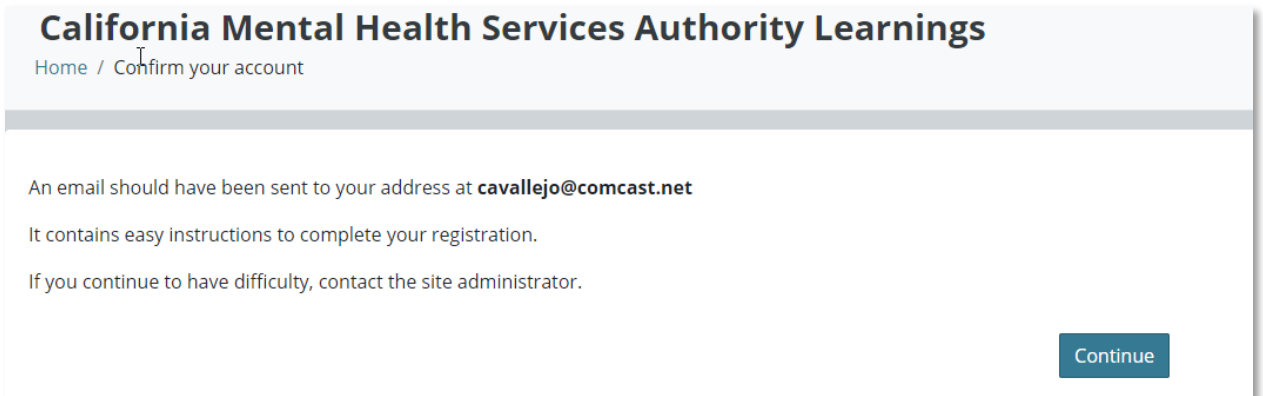
3. Fill in all required fields to create an account:

A screenshot of the Moodle account creation form. The form is titled 'USERNAME' and contains several input fields, each with a red error message. The fields and their error messages are: 'USERNAME' (Missing username), 'PASSWORD' (Missing password), 'EMAIL ADDRESS' (Missing email address), 'EMAIL (AGAIN)' (Missing email address), 'FIRST NAME', 'LAST NAME', 'CITY/TOWN', 'COUNTRY' (Select a country), 'COUNTY' (Sacramento County), 'ROLE' (Choose...), 'EMPLOYMENT' (Choose...), and 'SECURITY QUESTION'. At the bottom of the form, there is a checkbox for 'I'm not a robot' and a CAPTCHA logo.

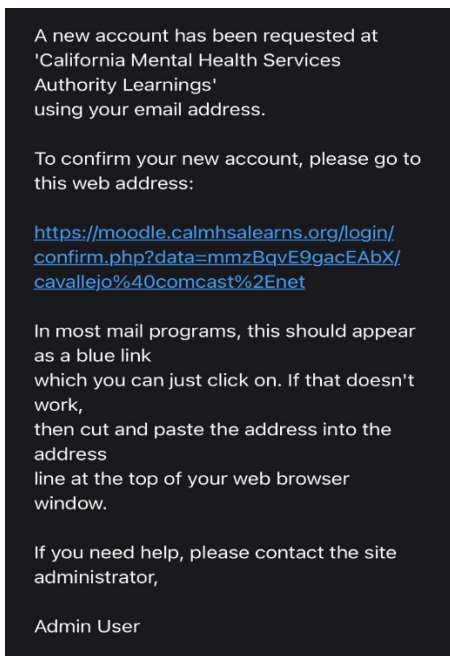
4. Click "Create my new account":



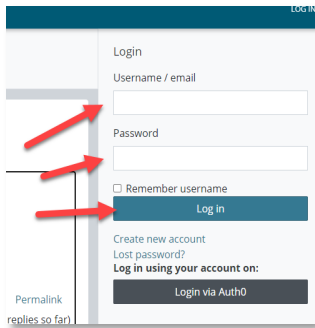
5. You will see the following message:



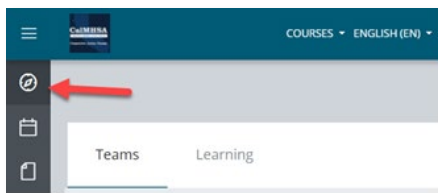
6. The email you receive should state the following:



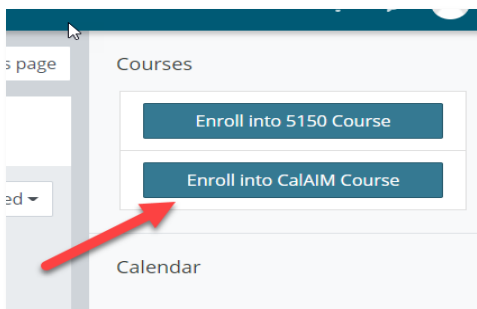
7. Once you have confirmed your new account, you can go back to the LMS site and log in:



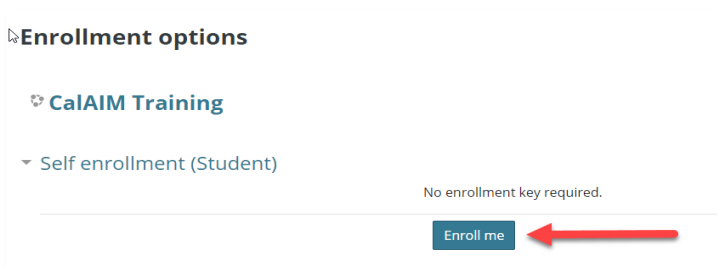
8. Once logged in, navigate to your “dashboard”:



9. In the upper right side of the page you will see a “quick link” button that says “Enroll into CalAIM Course”:



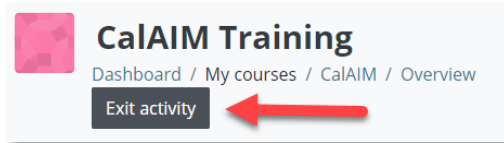
10. Select “Enroll me”:



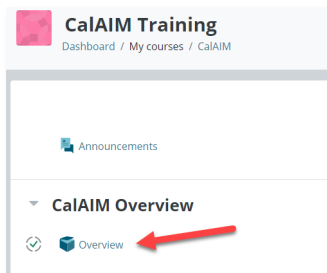
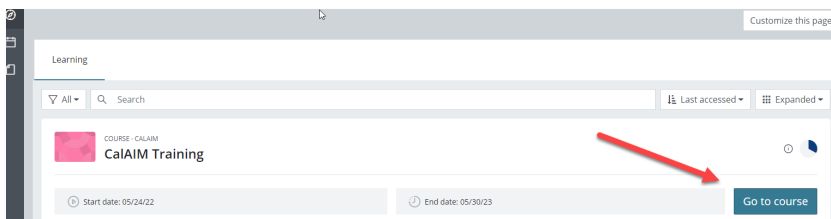
11. When you enroll in the CalAIM Course, you should see a list of available trainings (additional trainings will be added as they become available):



12. If you need to exit and return to your training at a later time, you can select "Exit Activity" at the top of the page:



13. To resume your training at a later time, log back in, select "Go to course" and then select the training:



14. Once each training is 100% complete, you will see a green check mark next to the name of the training:

