

Instructions for learners

HOW TO DOWNLOAD MY E-LEARNING CERTIFICATE?

- 1. Please log in to your <u>GICHD Training account</u>, using the same credentials as you registered for the course.
- 2. Once you are logged in, click on MY ACCOUNT in the top right corner.



3. Scroll down to the Training section and choose **My Litmos Self-Paced Course** and click on it - you will be automatically transferred to the self-paced courses platform.



Note: you can as well access the self-paced courses platform through any of the self-paced courses' page, simply by clicking *Take this course* button.

4. On the left side menu, go to the Achievements

		GICHD Home			
	a	Home	Welcome, Anna		
		Content Library	Assigned Training Metrics		(Total 4)
	9	Achievements			
	Ċ	C Live Sessions	To do	Overdue	Completed
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5. Click Download button to receive a certificate in a pdf format.

(b) Achievements	🔑 Customize	└~ Create a Report
Anna		
Certificates 🕣		:
A NEW COURSE! Understanding the International Mine Action Standards (IMAS) Attained on 07/02/2022		± Download

Should you face any issues, please contact training@gichd.org.