

How to Access the Digital Citizenship Certification Course

These directions explain how to access the self-paced Digital Citizenship Course from Instructional Technology.

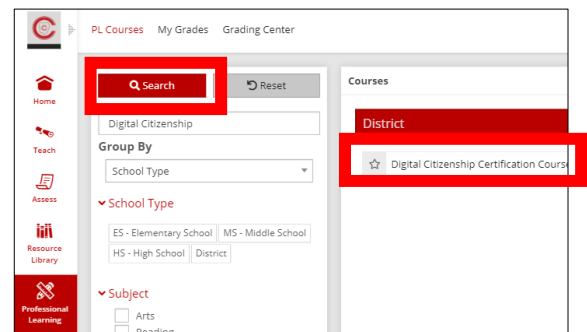
1. Log into **CTLS**.



2. On the left, select **Professional Learning**.



3. Type **Digital Citizenship** in the Search for Courses field.



4. Click **Search**.

5. To the left of the course name, click the **star**.
This adds the Digital Citizenship course to your My PL Courses section.



6. Click the **icon** to the right of the course name to enroll in the course.

7. Click **Digital Citizenship Certification Course** to open the Course Navigator.