

Once you click on the link to access the online learning system (Inquisiq), this will be the screen you see.

If you are already a user go ahead and Log In,

If you need to create an User click on the Register here letters written in blue (arrow pointing at above)

After you register please follow the instructions below.

https://elearning.kcmhsas.net/myaccount/ Administration - Home KCMHSAS eLearning - My ...

File Edit View Favorites Tools Help

http--www.cdc.gov-copd... Suggested Sites Online Testing Free Quiz ... DVD Release Dates - Comi... Web Slice Gallery Page Safety Tools

KALAMAZOO COMMUNITY
Mental Health
& Substance Abuse
Empowering People to Succeed™

HOME TRAININGS **MY ACCOUNT** REPORTS ADMINISTRATOR MENU

My Account Logged in as: Shantal Labon / Logout

My Account

Calendar
NOVEMBER 2015 Open

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5

MENU
My Profile My Transcript

LEARNING ACTIVITIES
ENROLLED (1) OVERDUE (0) COMPLETED (0) EXPIRED (0)

Course	Due Date	Expires	Details	View
test				GO

Powered by Inquisiq R3 Build 2.14.0211 © 2002-2015 ICS Learning Group
System Test
Desktop | Mobile

KCMHSAS

2:32 PM
11/20/2015

Click on the trainings tab

The screenshot shows a web browser window with the URL <https://elearning.kcmhsas.net/cc>. The page title is "Course Catalog". There are two tabs: "CATALOGS (5)" and "COURSES (0)". The left sidebar lists several catalogs:

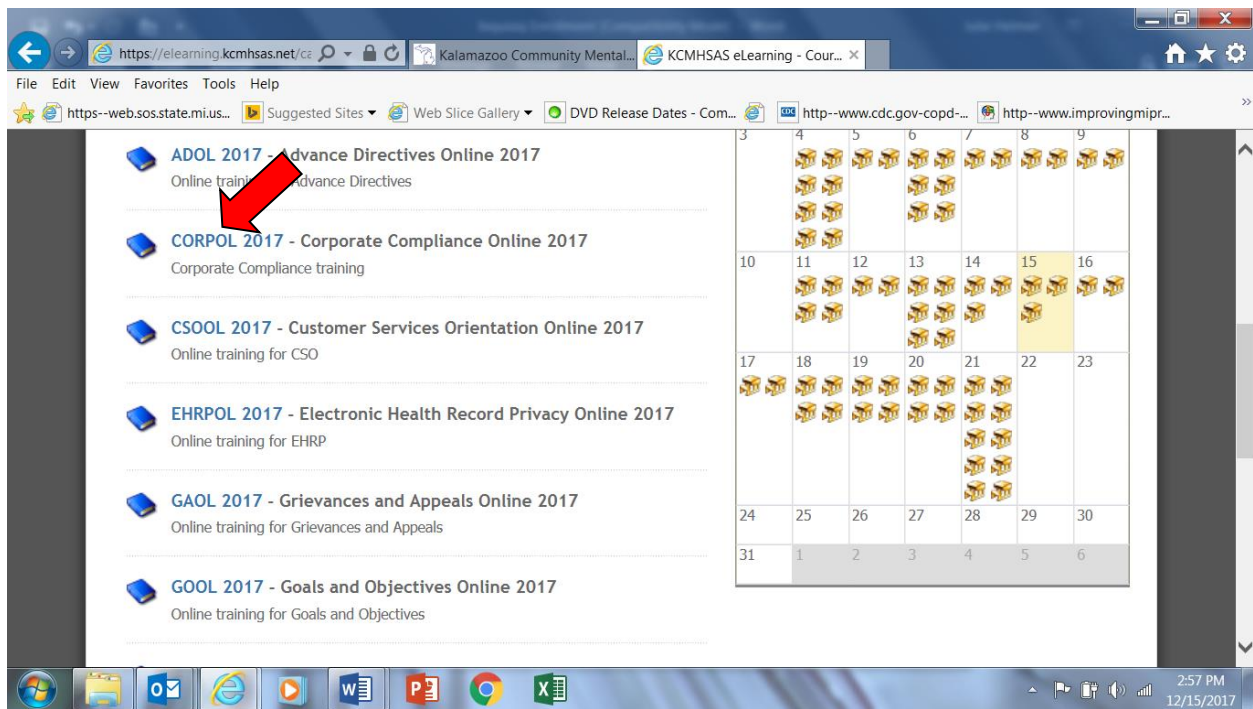
- Catalog: Advanced Mandt** - Catalog for Advanced Mandt trainings
- Catalog: eLearning Trainings** - Classes are online (indicated by a red arrow)
- Catalog: KCMHSAS Staff Only Courses** - Private Courses
- Catalog: Non Provider Catalog** - This Catalog is for Non-Providers
- Catalog: Provider Catalog** - Provider Catalog of Trainings offered

On the right, there is a search bar and an "EVENT CALENDAR" for "DECEMBER 2017". The calendar shows dates from 26 to 16, with icons representing events on various days.

Click on the

 **Catalog: eLearning Trainings** Classes are online

You will then see all the eLearning Trainings we offer



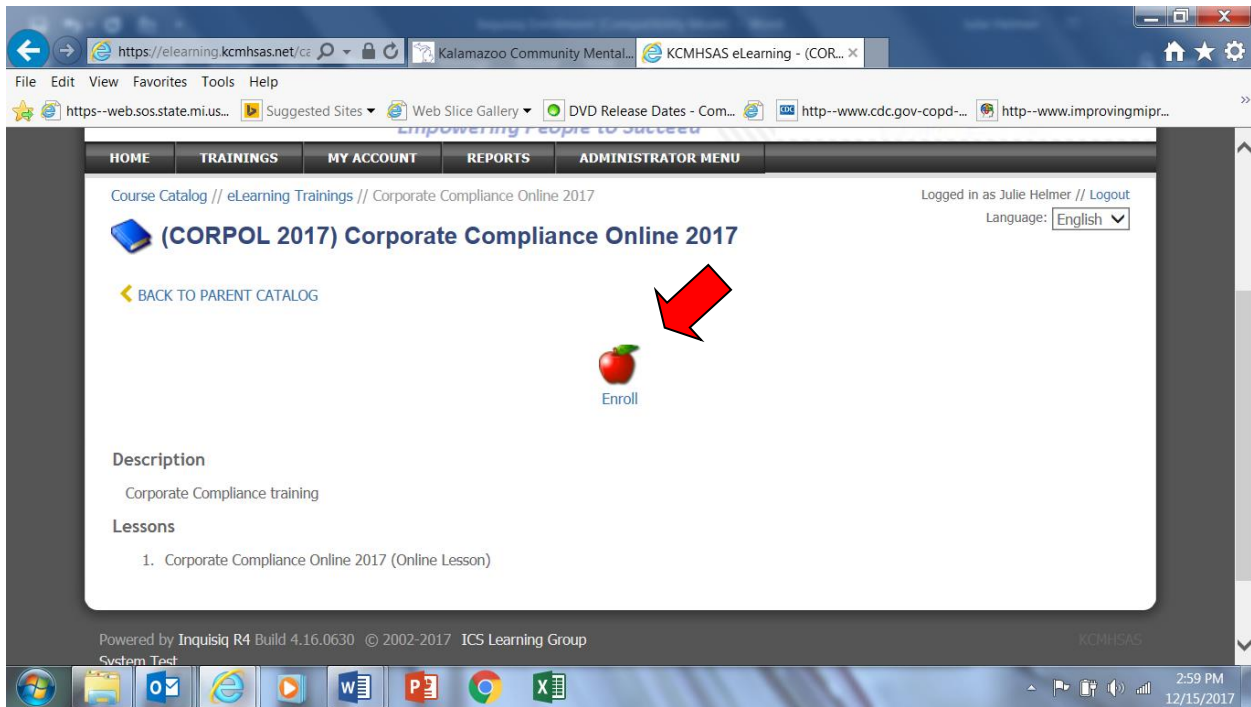
Click on the course you would like to take:


So for example I choose

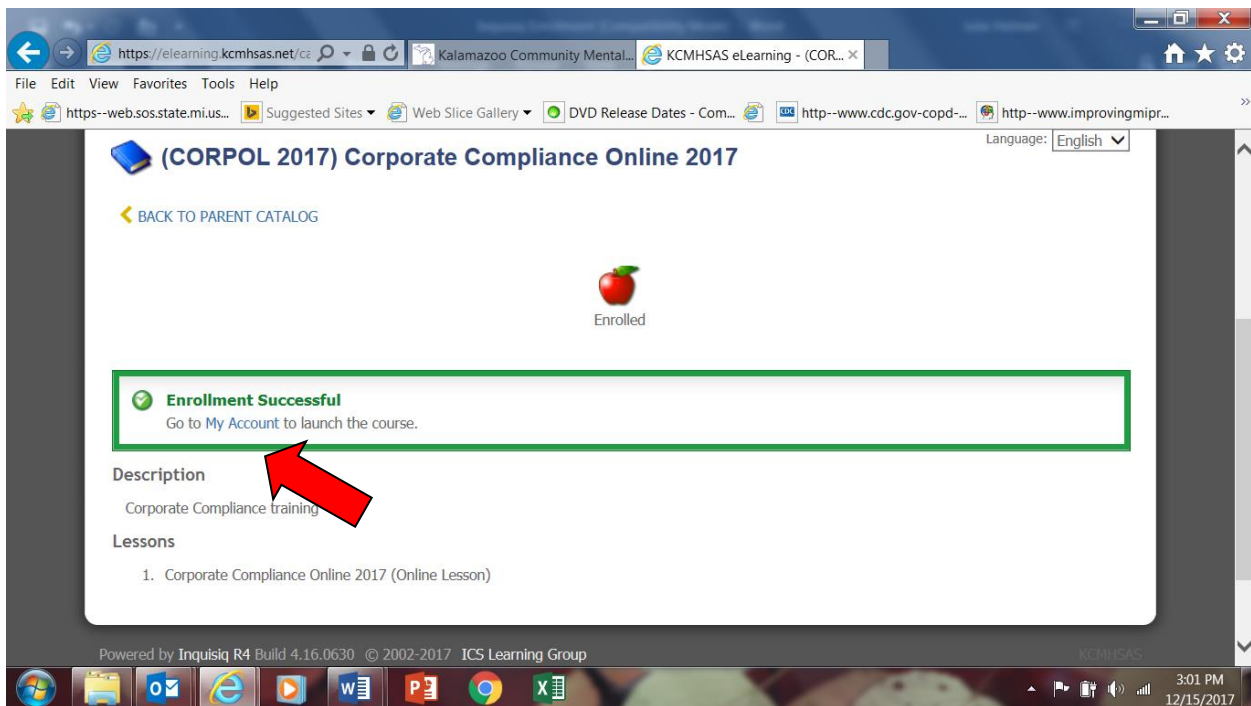
 **CORPOL 2017 - Corporate Compliance Online 2017**

Corporate Compliance training

Click on the blue words and you will be brought to this screen:



Click on Enroll  and you will be brought to this screen



Click on the Blue My Account words located on this screen to launch the course

You will see a screen like this below

The screenshot displays the KCMHSAS eLearning interface. At the top, there's a navigation bar with 'My Profile' and 'My Transcript' links. Below this is a 'LEARNING ACTIVITIES' section with a table of courses. The table has columns for 'Course', 'Due Date', 'Expires', 'Details', and 'View'. A red arrow points to a green 'GO' button in the 'View' column of the 'CORPOL 2017 Corporate Compliance Online 2017' row.

Course	Due Date	Expires	Details	View
CORPOL 2017 Corporate Compliance Online 2017	-	-		

Click on the green Button to start the class

You should be all set, repeat all steps for another ELearning class as needed.

PLEASE NOTE: You need to play all the slides to successfully complete the course as this will be part of your grade. Push the PLAY button not the next button to navigate thru the slide show for accurate information to flow.

Please feel free to contact Colleen Kimberly at ckimberly@kazoozcmh.org or Julie Helmer at jhelmer@kazoozcmh.org for any questions or concerns.