

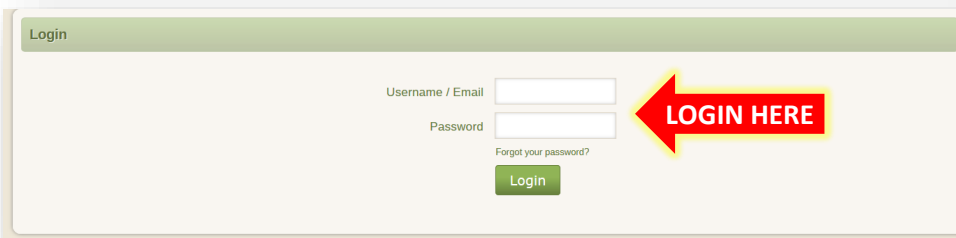
# CHC OUTREACH AND EDUCATION

## INSTRUCTIONS TO ACCESS *CHC SERVICE COORDINATION TRAINING*

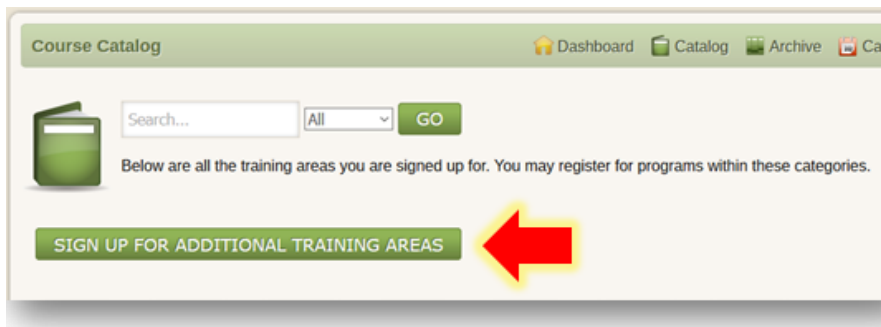
### FOR INDIVIDUALS WHO ALREADY HAVE AN ESTABLISHED LMS ACCOUNT

**Follow the step-by-step instructions below to access the folder that contains the CHC Service Coordination Training:**

1. Click the link below to access the learning management system (LMS):  
<http://www.lttrainingpa.org/lms/index.php?option=auth&task=login>
2. Once the following screen appears, log into your LMS account:
  - If you don't remember your password, click the 'Forgot your password?' hyperlink, which is located directly beneath the 'Password' field.



3. Once successfully logged in, click on **Course Catalog** ----->
4. Click on the green button that reads: **SIGN UP FOR ADDITIONAL TRAINING AREAS**



5. Scroll down to the bottom of the page and select **CHC Outreach and Education**
6. Click the **SAVE** button:

