LearnUpon Sign-Up Instructions

1. Visit the OR Foundation’s webinar webpage by clicking here.

2. Click the title of the course you would like to take (you will be redirected to the LearnUpon site).

3. Setting up an account:
   
a. Click “Sign up now” at the bottom of the page.

   ![Sign up now](image)

   b. Enter your email address and password, then click “Sign up”

   c. On the next page, click “browse the catalog”

   ![Browse the catalog](image)

   d. Review the list of courses and click “Enroll” on the one you are interested in taking.

   ![Enroll](image)
e. Click “Start” to begin the course

4. If you already have an account:
   
a. enter your email address and password and click “Sign in”.
   
b. To start the webinar, click “Enroll”

c. Click “Start” to begin the course
5. Continuing Education Credit:

a. To Receive one hour of CE credit, click “Next Module” to complete the quiz.

b. Once you complete the quiz and receive a passing score of 60% or more, click “Next Module” to fill out the form to receive your Verification of Course Attendance via email. Please make sure to check your junk/spam folder if you don’t receive the email within an hour of completing the form.