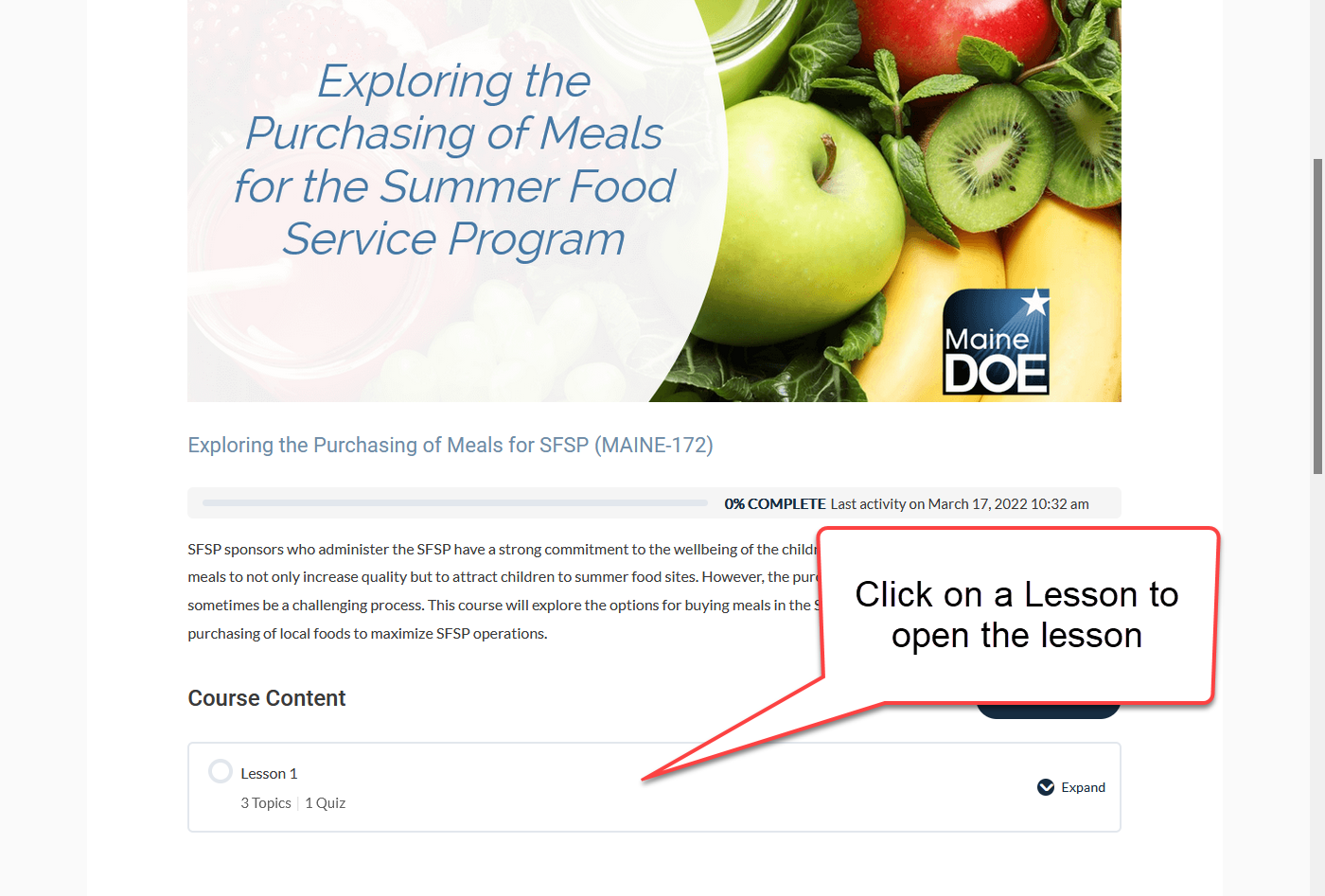
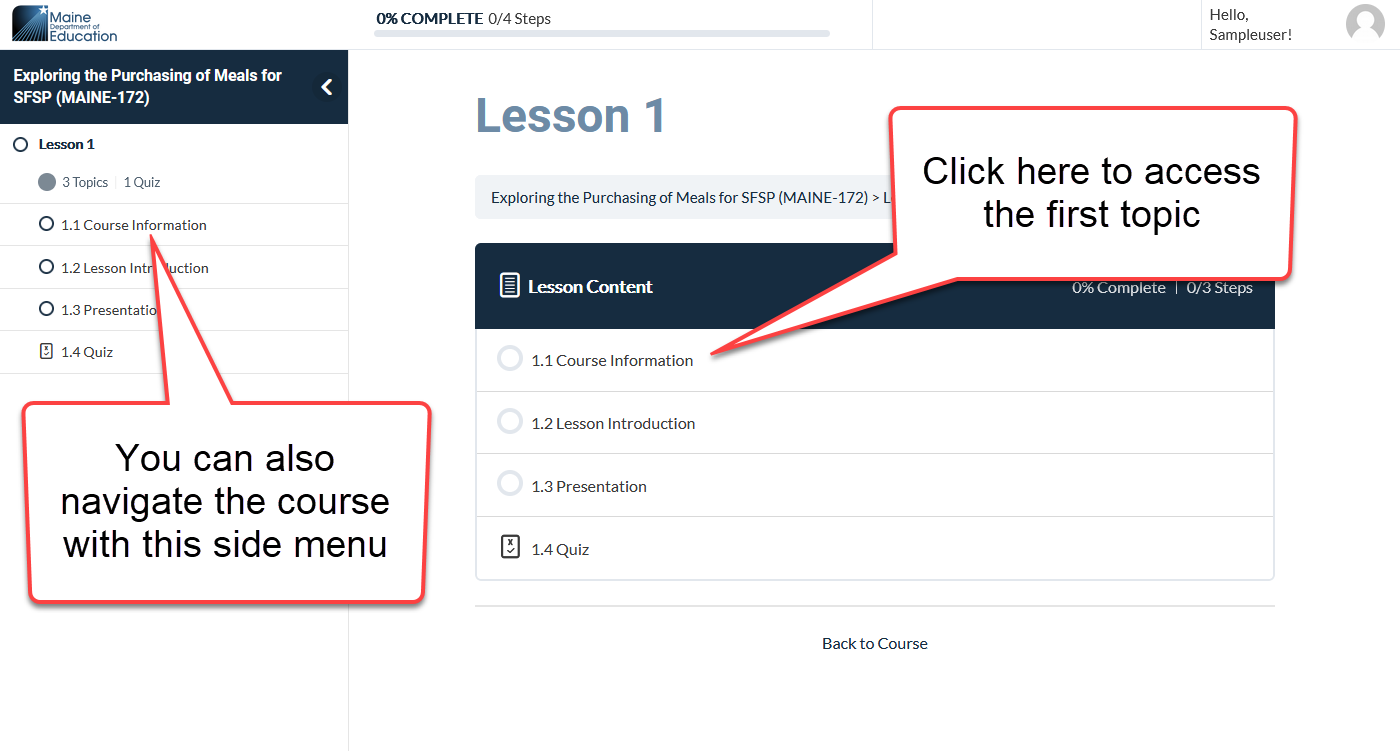
**How to Take - A Maine Bright Track Course**

1. To start, click on a lesson to open it.

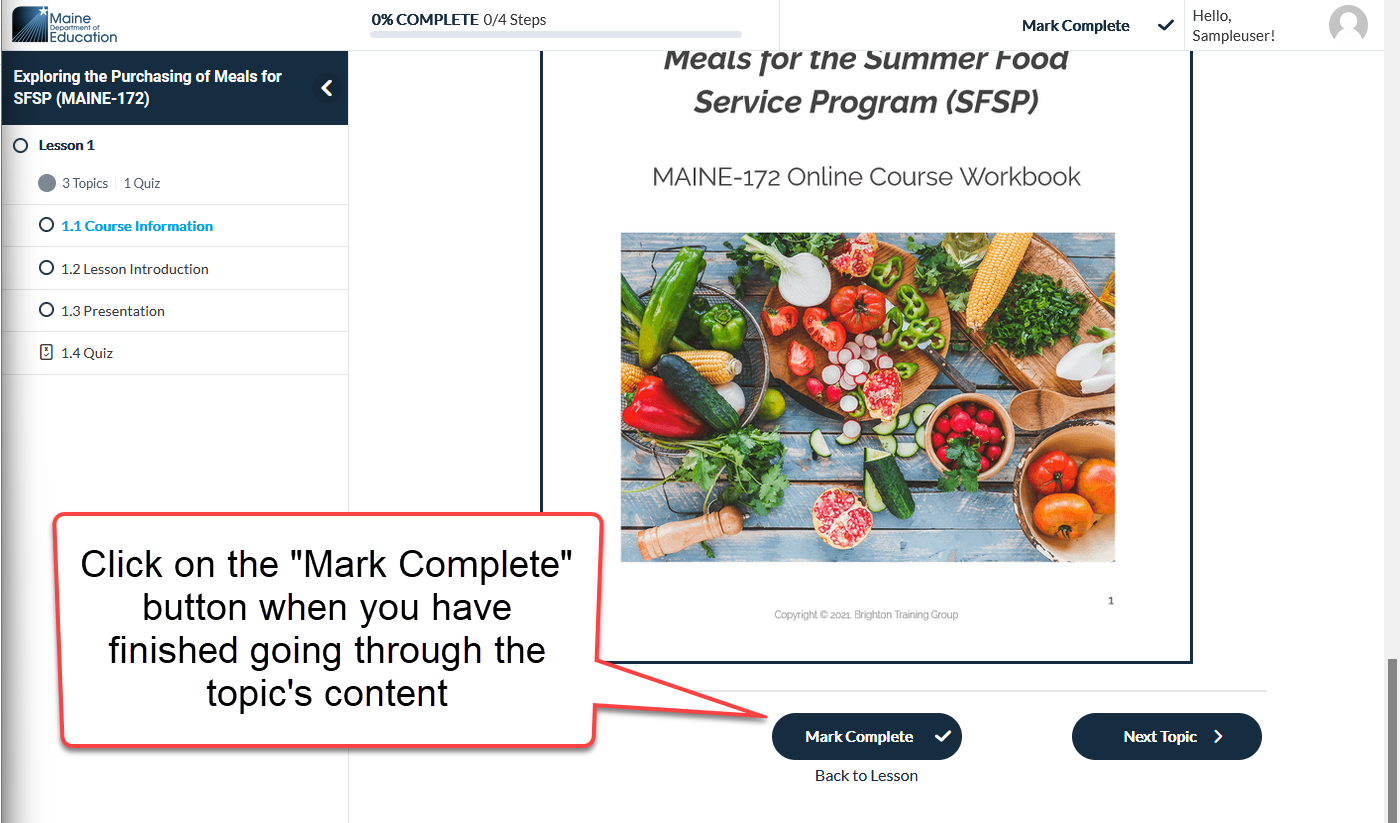


1. From the lesson page, you can access each topic in the lesson. Click on a topic to open it.

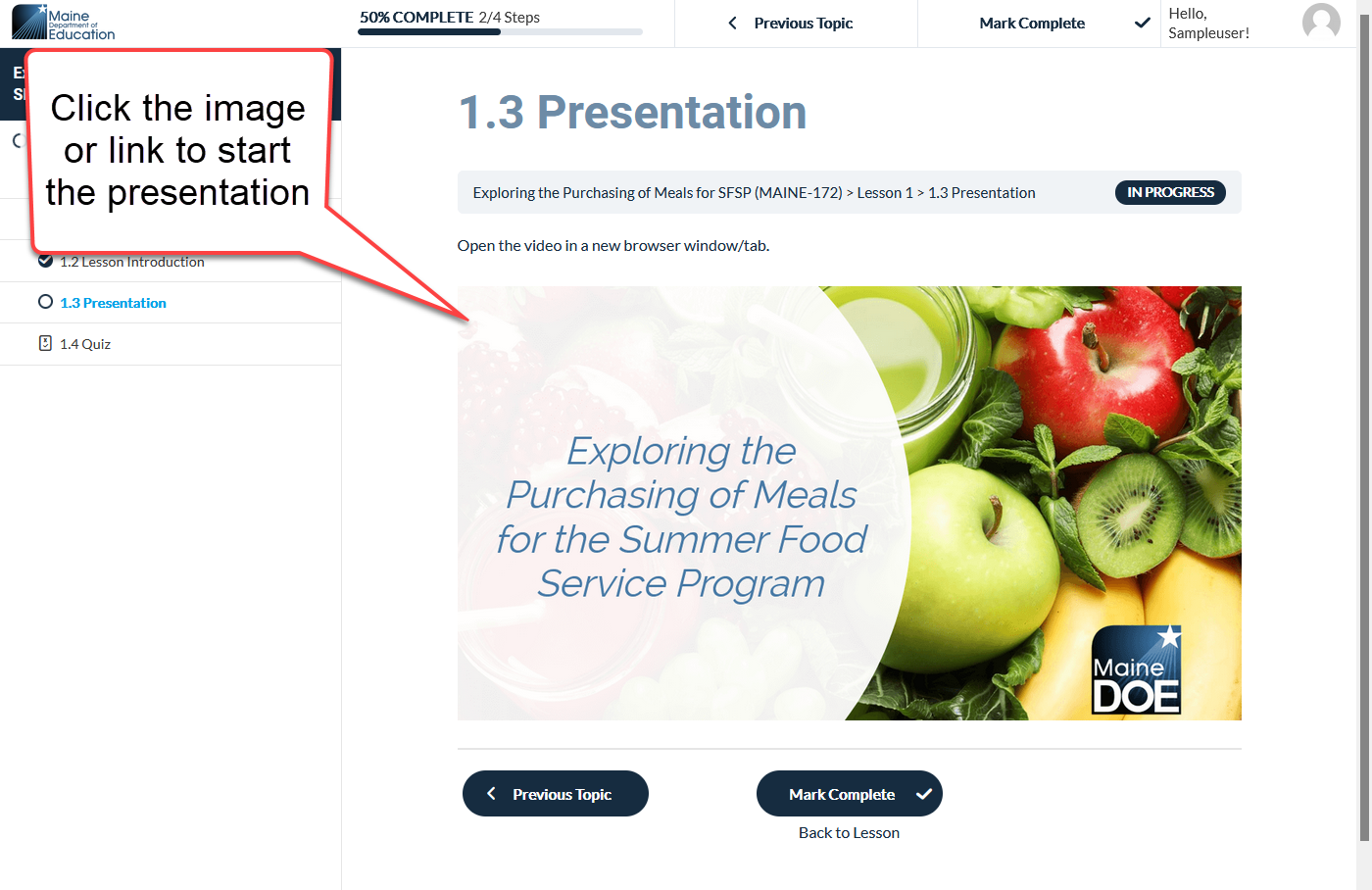


The side menu will allow you to quickly navigate to any lesson, topic, or quiz in the course.

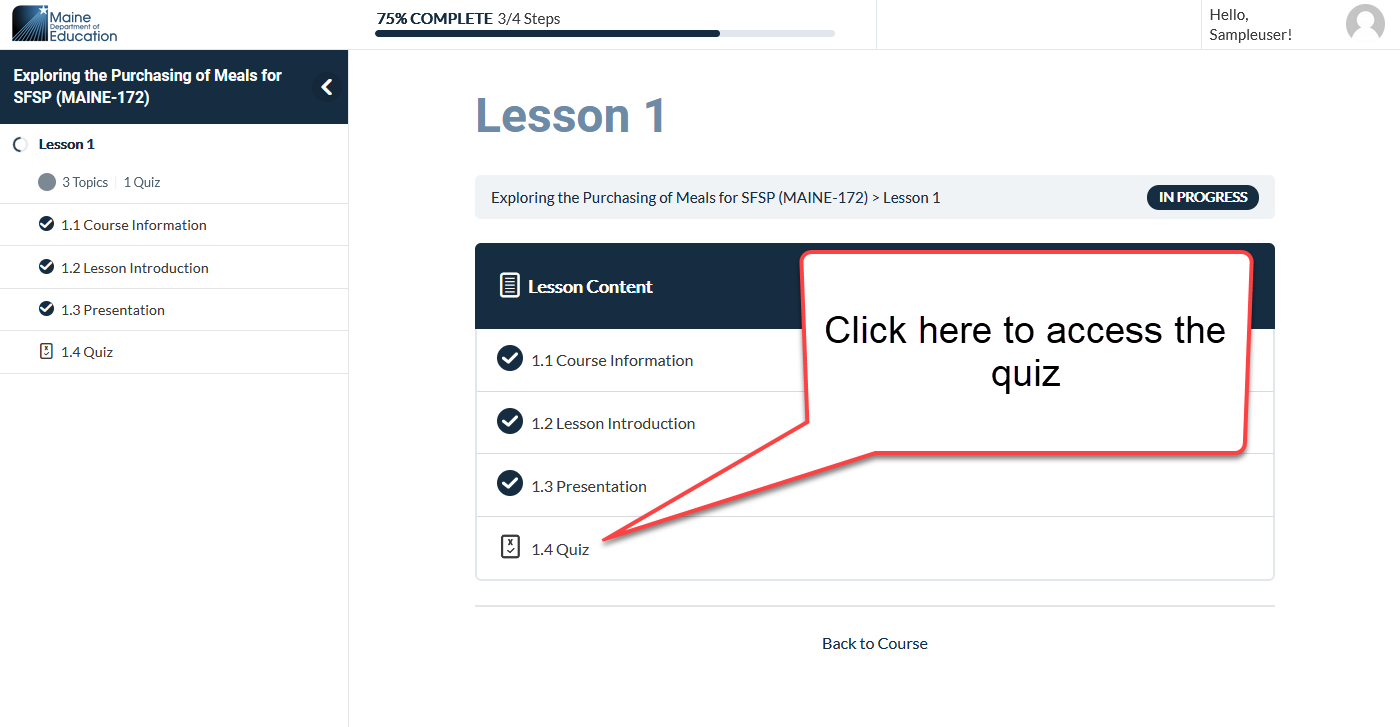
1. As you go through each topic, you will need to click on the “Mark Complete” button to track your progress.



1. For presentation topics, click on the image or link to start the presentation.



1. At the end of each lesson there will be a quiz. Each quiz will require a grade of 80% or higher in order to pass. You can access the quiz by clicking on it in the lesson menu or the side navigation menu.



1. Once you have completed all of the course’s content and passed each quiz, you will be able to access your certificate from the main page of the course.

