

# Simple Steps

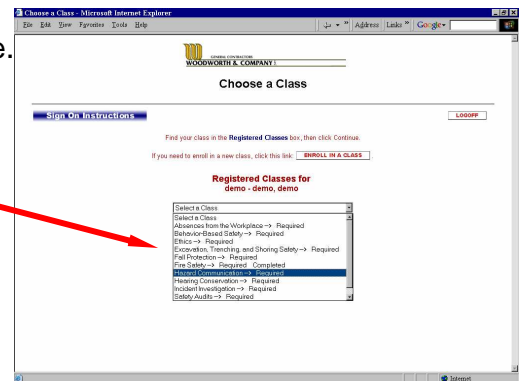
To Your Online Training...

1. Go to your web browser and type in [www.woodworthtraining.com](http://www.woodworthtraining.com)

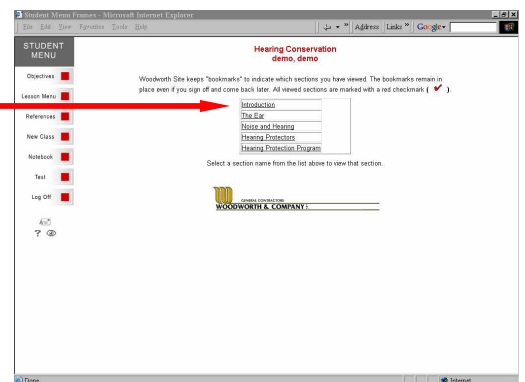
2. Type in your User ID and Password.



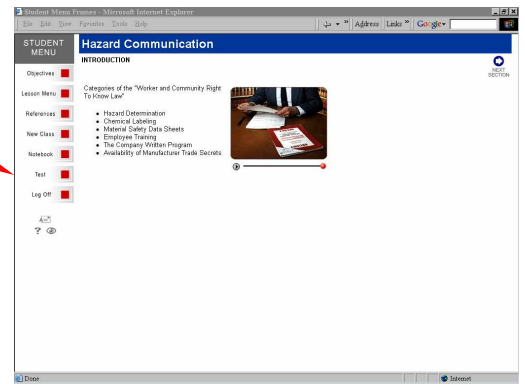
3. Find your class in the Registered Classes box, and click Continue.



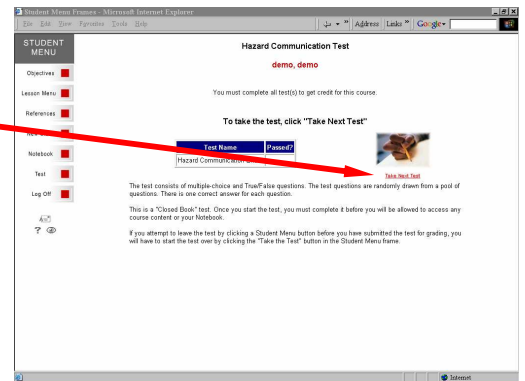
4. Select "Introduction" from the top left of your screen to begin viewing lessons.



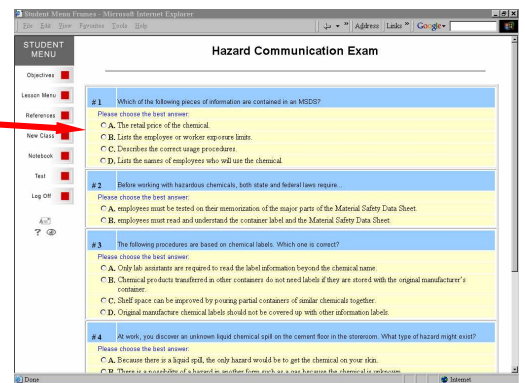
5. View the lesson and follow the navigations on each screen, once you have completed the screens go to test.



6. To take the test, click "Take Next Test"



7. Take the test.



8. Continue with steps 3-7 until all of your required classes and test have been completed.