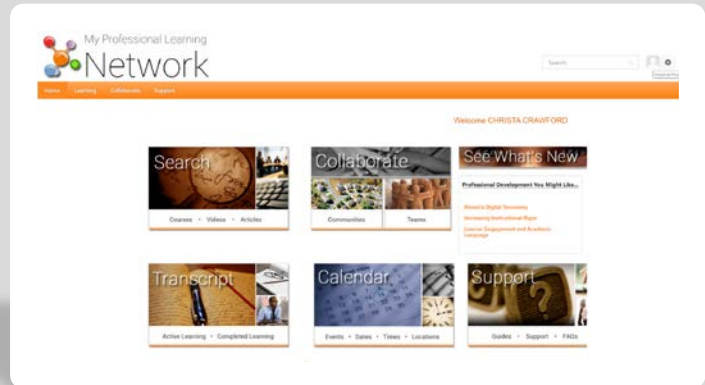


STEP 1

Login to the **My Professional Learning Network (MyPLN)**.



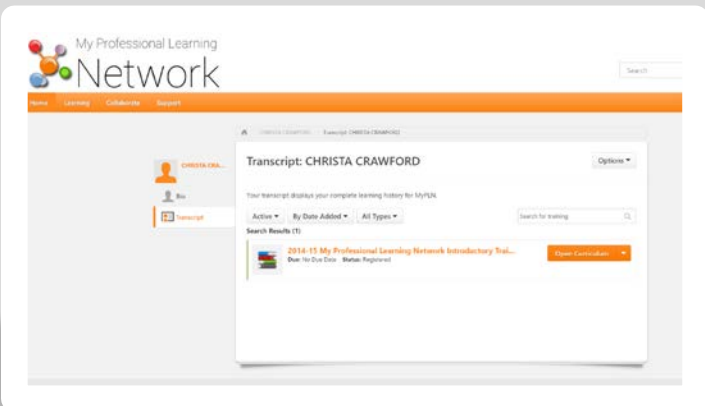
STEP 2

At the top of the MyPLN home screen, click the photo icon on the upper right corner to access your **Universal Profile**.



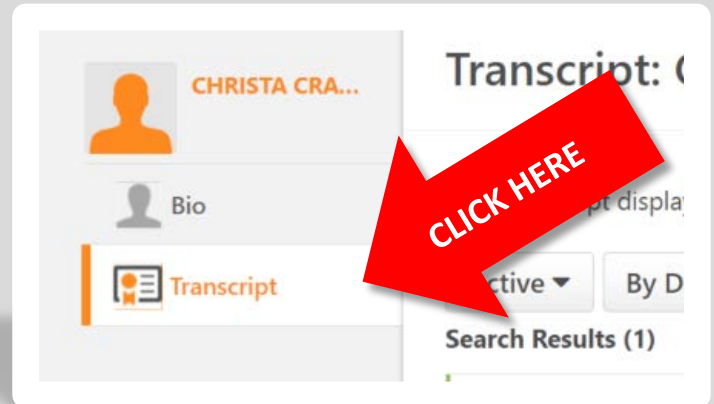
STEP 3

The Transcript page will appear.



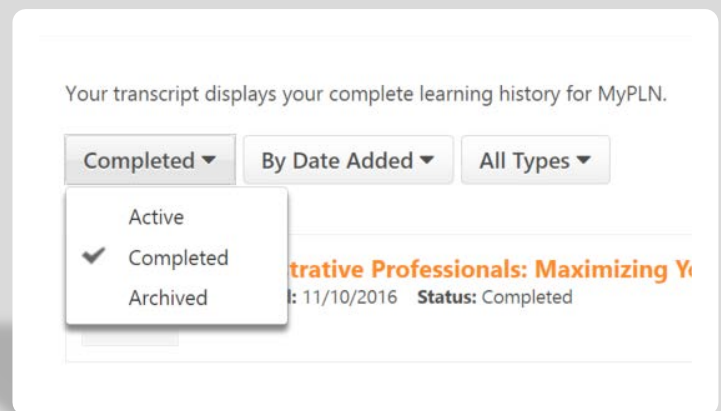
STEP 4

On the Transcript page, click the button on the left labeled "Transcript."



STEP 5

On the Transcript page, click the drop-down menu labeled "Active" and select "Completed" in the list.



STEP 6

On the Transcript page there is a button to the right of the course title labeled "View Certificate." Click this button and then click "Launch" to view the course.

