Instructions for accessing your COVID-19 Exposure Control Plan course certificate in VIU Learn

1. Complete the course quiz, once you are done you will see this screen. **NOTE: you must get 100% to access a certificate**.
	1. Click “Done”



1. Click the advance arrow



1. Click on the link provided



1. Click on the Certificate



1. Scroll down. Then Click on “Generate Certificate”. Download the pdf that opens and email to safety@viu.ca and your Manager.

