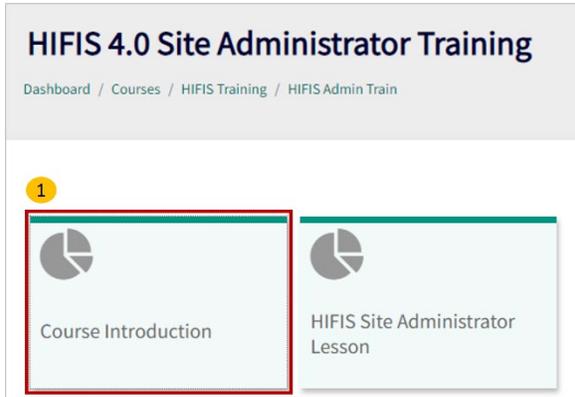# HOW TO START A NEW COURSE
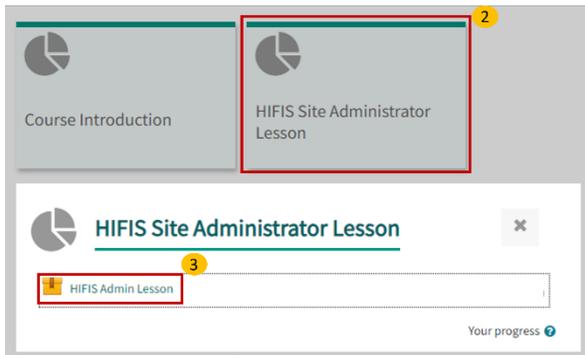
Scope:

Tips and tricks for navigating through your course.
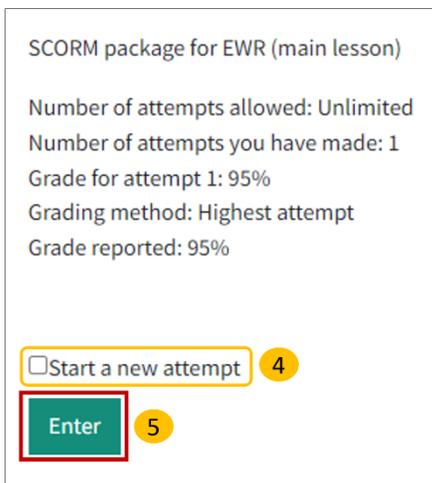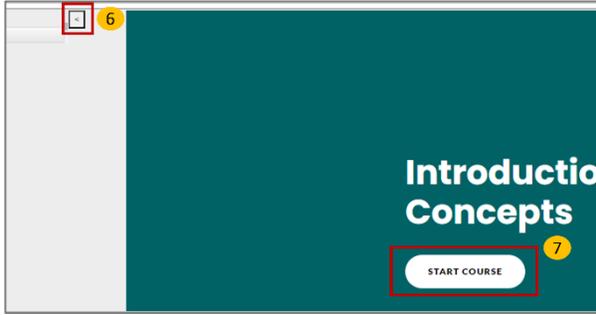
START A NEW COURSE

1. The first tile in each course is a **Course Introduction**. This document contains important information relevant to the course, visit this section before starting any of the lessons.
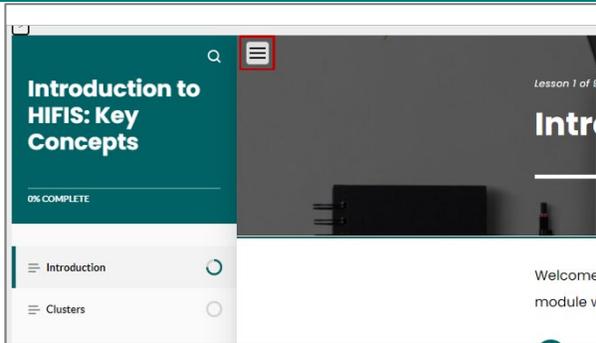

2. Click on the next tile in your course.

3. Click on the link next to the 📦.

4. Leave the **Start New Attempt** box blank.
5. Click **Enter.**
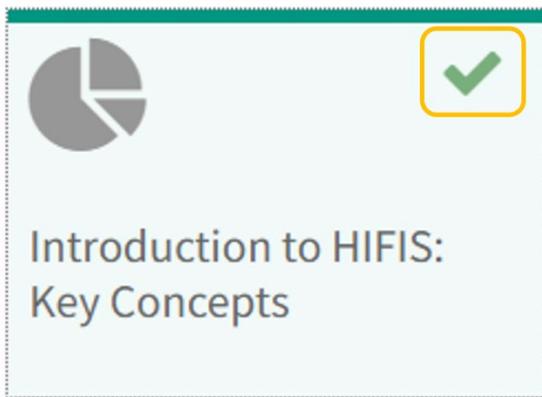
6. The lesson module will open in a new window. The sidebar can be minimized by clicking on the arrow.

7. Click the **Start Course** button to begin.

8. To hide or show the menu click the ☰ button.

9. Exit the lesson anytime by pressing the **Exit Course** button.

10. When a lesson has been successfully completed a green check will appear in the top right corner. Please complete the lessons in order.