

Instructions to Complete EMDRIA eLearning Program:

1. Once you have successfully registered for the program, you will receive two emails, one with your confirmation receipt and one with your log in information. These emails are automated and straightforward with easy to follow instructions.
 - a. If you do not receive an email in your inbox, please check your junk and spam folders.
 - b. If you still have not received them, please contact support@icohere.com . They will resend the information to you.
2. Log into the site using the log in information that you received via email from iCohere. You will be prompted to create a password. Please keep this password in a safe place for your records and access to the site. You may look around the eLearning site and get familiar with the tabs and information offered.
3. To access the program, enter the classroom. This can be done by looking at the menu on the left of your screen and clicking on “eLearning Classroom”.
4. Each video in the program must be viewed in its entirety. You may complete one video and come back at another time to complete the next video.
5. The assessment portion is offered AFTER you have successfully viewed all videos for the program. *Larger programs may have assessment components after each video.*
6. You will be prompted to take the quiz and evaluation of the program. You have three chances to pass the quiz in order to obtain your Certificate of Completion.
7. Once you have viewed the content, successfully taken the quiz and completed the evaluation, you will receive a certificate of completion with CE information via email from iCohere.
 - a. If you have successfully completed every step and do not receive the certificate of completion in your inbox, please check your junk and spam folders.
 - b. If you still have not received an email with your certificate of completion, please contact support@icohere.com. They will resend the certificate to you.
8. If you have further questions or need additional help, please contact Sara Sturtevant at ssurtevant@emdria.org.