



## Previously Created Accounts on PlaidLMS Through Your Membership Portal

- a. We highly recommend using the [Google Chrome browser](#) because there are known compatibility issues with Safari.
- b. In order to complete the courses, you must turn off your pop-up blocker or allow pop ups from [beingplaid.com](#) and [cloud.scorm.com](#). [Click here](#) to see instructions about how to allow pop-ups in Chrome.
- c. Log in through your membership portal . Click on the PlaidLMS button. Once you are logged in it will ask you if you have an account on PlaidLMS. Select "Yes" since you have previously used PlaidLMS.
- d. After logging in, you must first click on the course you want to enroll in. The courses are located in your Catalog at the bottom of the dashboard. When you enroll in a course, the course will move from the Catalog to the Your Enrollments section of the dashboard.

## Accessing PlaidLMS Through Your Membership Portal - First Time Users

- a. We highly recommend using the [Google Chrome browser](#) because there are known compatibility issues with Safari.
- b. In order to complete the courses, you must turn off your pop-up blocker or allow pop ups from [beingplaid.com](#) and [cloud.scorm.com](#). [Click here](#) to see instructions about how to allow pop-ups in Chrome.
- c. In your portal, click the link or button to access PlaidLMS. The name of this link or button will differ portal to portal.
- d. You will be asked if you already have an account. You should click "No" because you have never accessed PlaidLMS.
- e. After logging in, you must first click on the course you want to enroll in. The courses are located in your Catalog at the bottom of the dashboard. When you enroll in a course, the course will move from the Catalog to the Your Enrollments section of the dashboard.
- f. Once you have enrolled in the course(s), click on the "Arrow" next to the course's name in the Your Enrollments section located at the top of your dashboard. The course will appear in a new window.
- g. Click the Launch Course button to start the course. The course may launch in a pop-up window. If it appears that the screen just refreshed and nothing happened, that likely means the course was blocked by a pop-up blocker. In this case, look for a notification in the navigation bar of your browser asking you to approve the pop-up.
- h. Contact Support if you have trouble creating an account, enrolling in the courses, or completing the required modules.