



The Advocacy  
Network on  
Disabilities

## How to print a certificate



# LOG IN

You must make sure that you use this exact link:

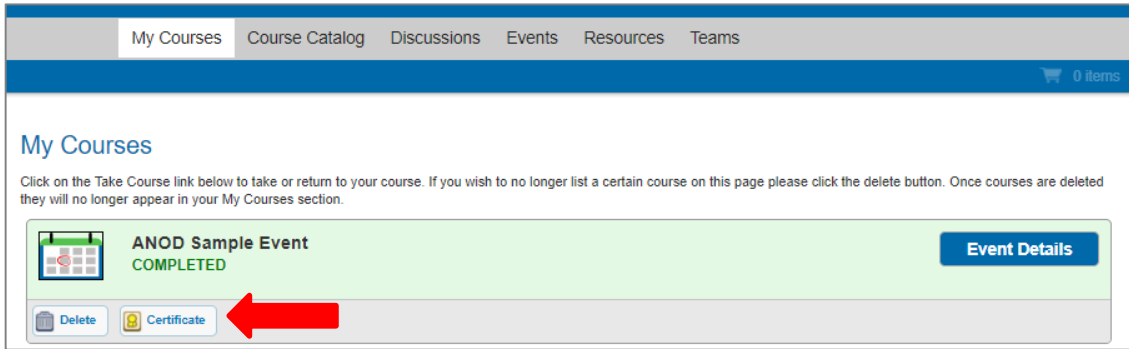
<https://collabornation.net/login/advocacynetwork>

Then log in by filling out the information in the LOG IN box and clicking the Enter button:

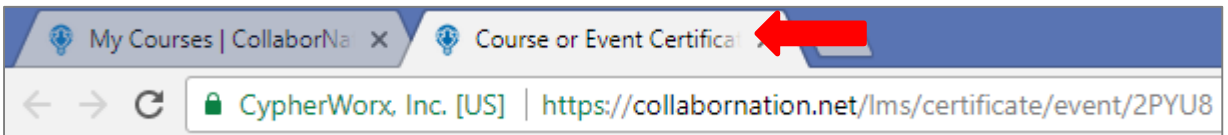
The screenshot shows the Collabornation.net website interface. At the top right, there is a logo for 'The Advocacy Network on Disabilities' and a callout box pointing to it with the text 'Check for correct name/logo'. On the left side, there is a 'Welcome to Learning 2.0' section with three bullet points: 'Access interactive training such as individual courses, instructor-led classes, and specialized webinars with complete results reporting', 'Interact with like-minded professionals as you learn together in team-based projects', and 'Organizations can create their own private networks and give their staff access to unique training opportunities'. The main content area is divided into two sections: 'LOG IN' and 'SIGN UP'. The 'LOG IN' section has fields for 'Email' and 'Password', a blue 'Enter' button, and a link for 'Forgot your password or email?'. The 'SIGN UP' section has fields for 'First Name', 'Last Name', 'Email Address', 'Confirm Email Address', 'Password', and 'Confirm password', along with a 'reCAPTCHA' widget and a 'Create Account' button. A large red 'X' is drawn over the 'SIGN UP' section. A callout box at the bottom left points to the 'Create Account' button with the text 'Ignore this button because your account has already been set up'.

# PRINT YOUR CERTIFICATE

When you log in you will be on your My Courses listing. Look through your list for the event you have completed and you will see a Certificate button.



Click the button and a new tab will open in your browser and open the Certificate for viewing:



<https://collabornation.net/lms/certificate/event/2PYU8>

Save as PDF/Print

# PRINT YOUR CERTIFICATE

Click the Save as... button to save the certificate to your computer and then print it.

**Certificate of Completion**

This document certifies that  
**test userchris**

has completed all tasks associated with the material in  
**ANOD Sample Event**

August 28, 2017

and is recognized by CYPHERWORX to have met the requirements  
for completion of the subject matter.

*Paul Cypher*  
PAUL CYPHER  
PRESIDENT & CEO  
CYPHERWORX



<https://collabornation.net/lms/certificate/event/2PYU8>

**Save as PDF/Print** 

After you click the Save as... button, click to save the pdf.

This PC > Downloads

File name: **ANOD Sample Event.pdf**

Save as type: Adobe Acrobat Document

**Save** 