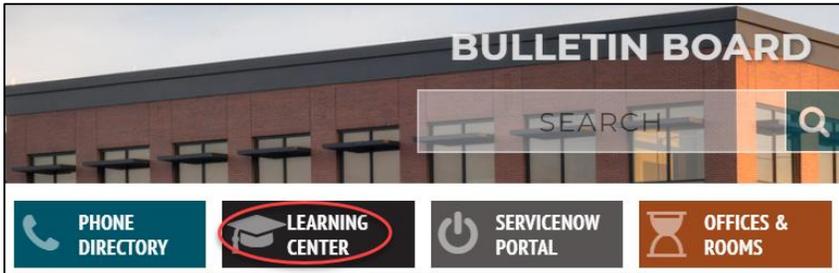


## Accessing the Larimer County Learning Center

1. Using Google, log in automatically via the link on the bboard or through the Google Chrome Desktop icon.



OR



2. Please email [lctraining@larimer.org](mailto:lctraining@larimer.org) if you have difficulties accessing the LC Learning Center. If you are a temporary/seasonal employee, you may not be set up with Okta, so you will have to manually log in to the LC Learning Center at <https://larimer.myabsorb.com> and use your log in credentials from your enrollment email. Please email [LCTraining@co.larimer.co.us](mailto:LCTraining@co.larimer.co.us) if you are still experiencing log in difficulties and we will assist you as quickly as possible.

## Step by Step Instructions for Americans with Disabilities Act Training

Questions on the content of the training should be directed to Donna Notter in the Risk Management Department at [notterdo@co.larimer.co.us](mailto:notterdo@co.larimer.co.us) or 498-5967.

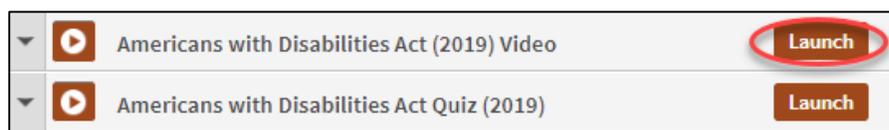
Technical questions or issues with the LC Learning Center should be directed to [LCTraining@larimer.org](mailto:LCTraining@larimer.org).

Please note: There might be slight variances in the titles based on compliance course bundle and year.

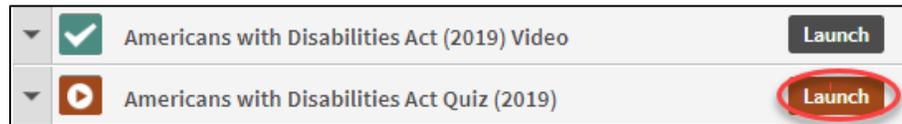
- 1) Access the training in which you are enrolled.
  - a) My Courses → Risk Management → locate Americans with Disabilities Act training.
- 2) Click "Launch" to access the compliance training content.



- 3) Click "Launch" next to Americans with Disabilities Act (2019) Video and watch content. The video will launch in a pop up window, so if it does not launch please ensure your pop ups are not disabled for the site.



- 4) Once you have watched the video, please close the pop up browser window by clicking on the “x” in the upper right corner. Next, click “Launch” on the Americans with Disabilities Act Quiz (2019) to take the 5 question quiz.



- 5) Read the messaging and click the “Proceed” button to begin the quiz.
- 6) You will know you are complete because there will be green checkmarks next to both parts of the training, the brown status bar above the training content will turn green with messaging stating you are complete, and you will receive a confirmation email.

