



## Tips and Tricks

- Course videos are approximately 50 minutes in length.
- All videos are closed captioned.
- All courses may be exited and resumed at any time.
- To receive continuing education credit, the closed-book exam must be passed with a score of 70% or higher.
- When taking the exam, the use of a proctor is mandatory.
  - A proctor is defined as: *somebody who supervises students at an examination.*
  - Specific state requirements are listed in the course.
- Certificates will not be available online until after credits are processed with the state.
  - Courses taken, but not yet processed, will be shown as pending in the certificate area.
- Certificates for credits earned before 7-14-15 are not be available online.

## System Requirements

An internet connection and web browser with JavaScript enabled are required.

## Need Help?

If you need help, please contact the Acuity Help Desk at 800.242.7666, extension 4357 (HELP):

EDUCATION  
What U Want  
When U Want  
Where U Want  
How U Want