

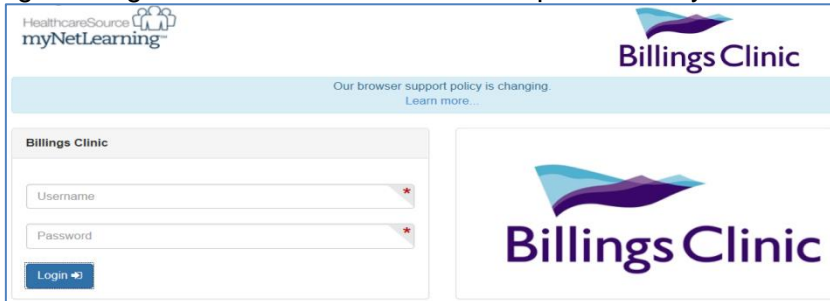
# Student Online Course Instructions



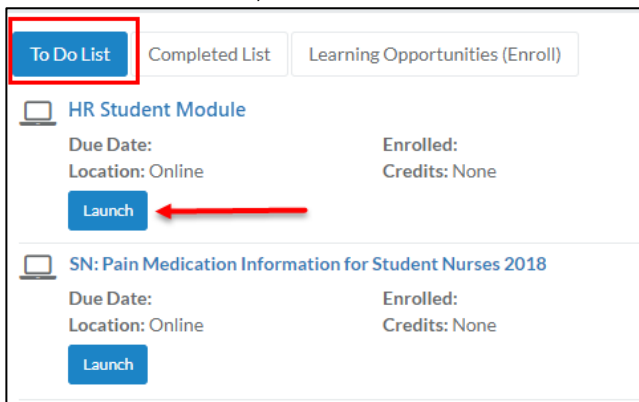
**You will not be able to use the LMS as a student, until you receive Billings Clinic email stating when you will be able to start your on-line orientation.**

After getting confirmation email:

1. Go to <https://lms.netlearning.com/MyNetLearning/billingsclinic>
2. Log in using the Username and Password provided to you via the confirmation email:



3. On <To Do List> tab, click **Launch**

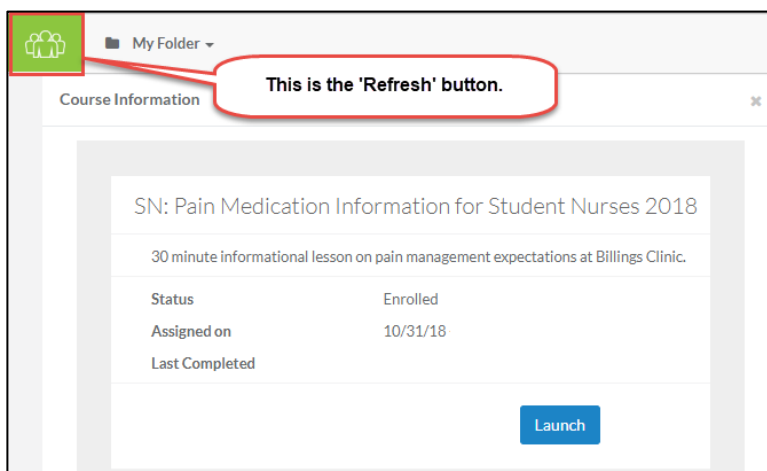


NOTE:

May need to turn off pop up blocker if the screen does not load.  
(see LMS Troubleshooting Guide)

**3 modules: HR Student Orientation, Cybersecurity and General Compliance Training must be completed in order to receive your ID badge.**

4. When passing score is attained the lessons will move to the <Completed> Tab  
*If you are a Nursing Student, return to <To Do List> and begin the SN Lessons.*
5. If a passing score attained, but the lesson did not move to the <Completed> tab, **or** you received a message like the one pictured below:



- a. Refresh the screen with the green button shown here
- b. If that does not work, wait 24 hours and the lesson should cross over.
- c. Consult the LMS Troubleshooting posted in the Instructions for Student Registration/Online Courses section of the Student Opportunities web page