

o to **MyVSU** at www.valdosta.edu
and log in. Percipio uses SSO (single
sign on) credentials that enables you
to have immediate access upon
logging into MyVSU.

2) From the MyVSU main page, select the

6) Here, you'll see your required compliance assignments. Click anywhere inside the box with the Learning Program titled, 202 Annual Compliance.

7) This will take you to the 202 Annual Compliance learning program. You'll see a list of all six (6) courses that are required.

To launch each module, click the blue play icon to the right side of each module.

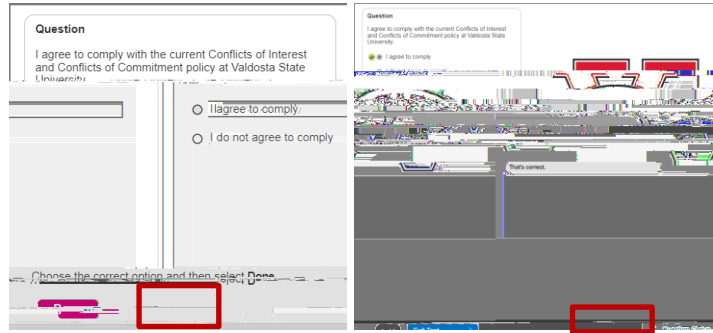
This will launch the learning module in another tab. You must click through each topic in order to

release the 7) course test release the acknowtidge7 (m,9 ())T2_0 10.51Tw 34.612 0 Tw (in)Tj 0 TwTw 34.679 -16.

* The Next button will be blue when you need to use it to navigate to the next page.

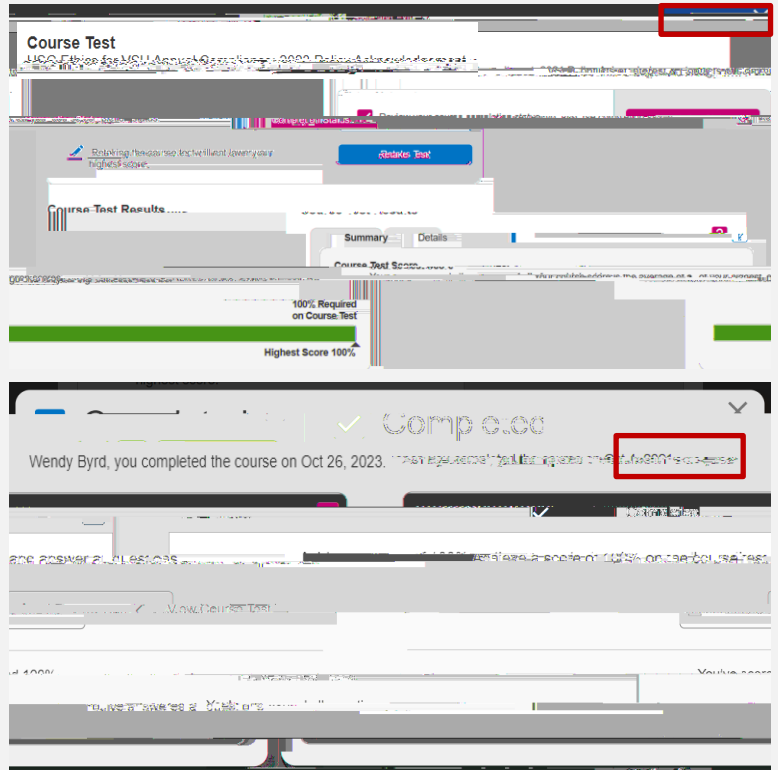
- x Previous Topic and Next Topic :
These move you to the sections within the Table of Contents .

11) Please answer the policy acknowledgement accordingly and click the blue Done button. Click the Exit Test icon to continue.

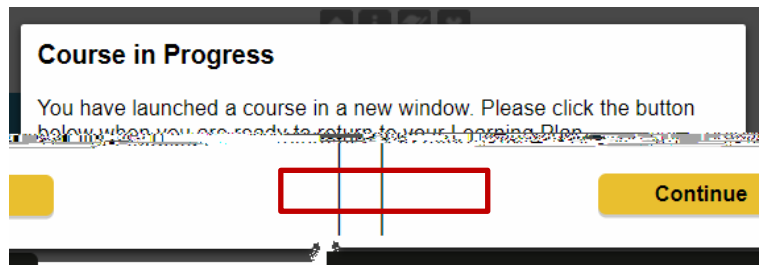


12) You should now see that your highest score and you can review your completion status. Once confirmed that you've viewed all content and acknowledgement, click the Save and Exit button in the upper-right portion of the screen.

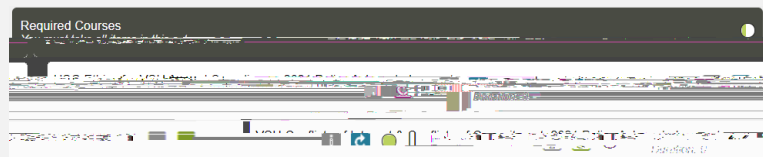
You'll receive a pop-up that confirms your date of completion. Click Save and Exit once again.



13) Click the yellow Continue button.



14) Repeat steps 7-13 for each module listed until all of the circle icons to the right-side of the modules are filled completely green.



Congratulations! You vecompleted the 202 Annual