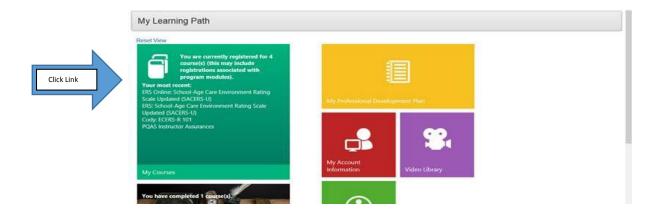


## SACERS-U Professional Development Course Hand-Out Module: Step by Step Tip Sheet

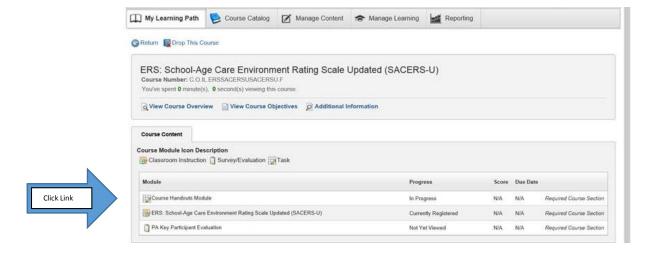
The SACERS-U is the first in the ERS core series with a "Course Handouts Module." This module will allow you to download the materials used during the SACERS-U PD session to your personal device or download and print your materials. You will

need to complete the Course Handouts Module prior to attending a face to face SACERS-U Professional Development session. Please note that PD instructors will not provide copies of the session materials. Once your SACERS-U course registration is completed and payment submitted, complete the following steps to access your SACERS-U PD session materials:

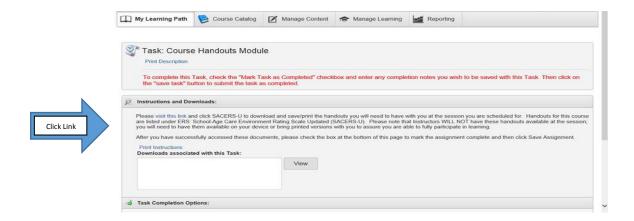
**Step 1:** After registering, access your purchased course in My Learning in the Professional Development Registry.



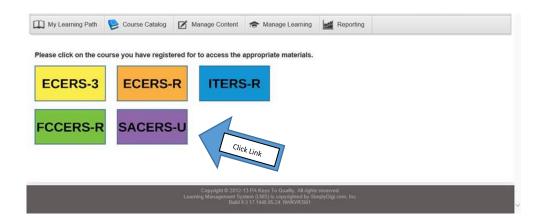
**Step 2:** Open the Course Handouts Module to find the link to the ERS Professional Development Resource page.



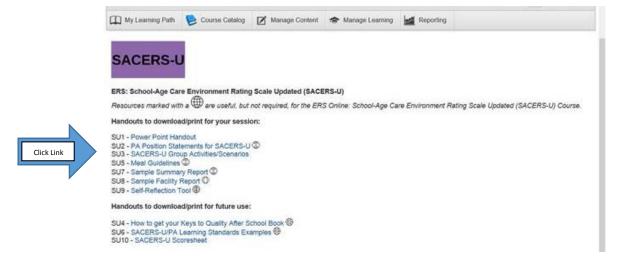
Step 3: Find "visit this link" in the Instructions and Downloads box and click the link



**Step 4:** Locate the SACERS-U button on the ERS PD Resource Page and click the link.



**Step 5:** Click the individual handout links to download and save or print the handouts.



You will be able to return to the SACERS-U Resource Page at any time after purchasing your course. If any of the hand-outs are updated or new hand-outs are added to the SACERS-U course, you will be able to access those materials by following the steps outlined above.