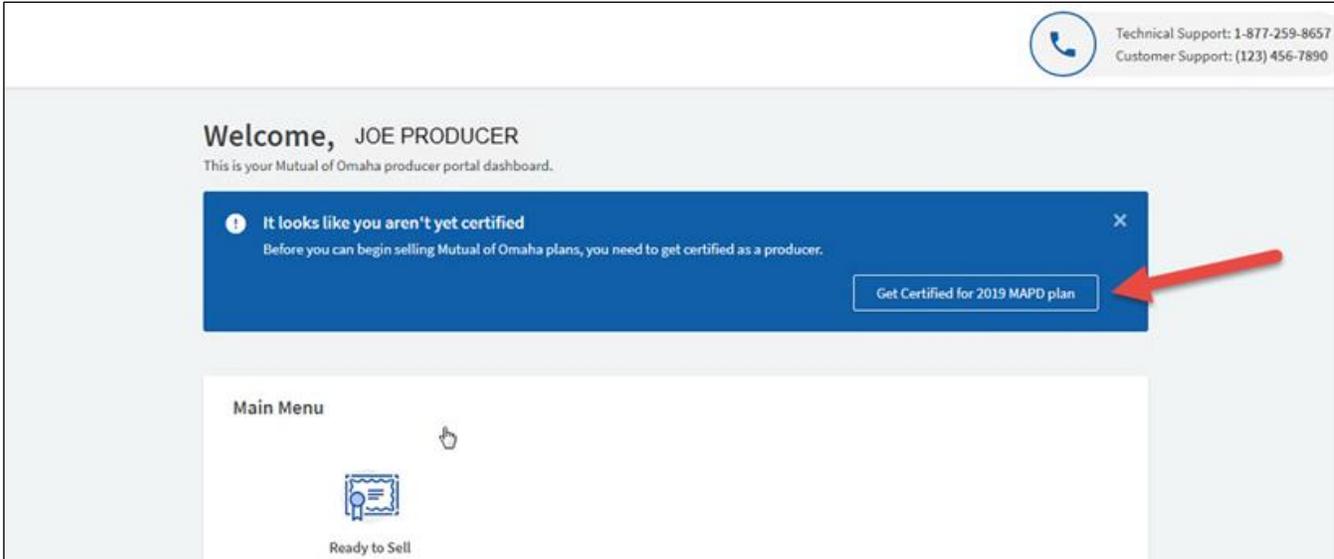


## Navigating the MA Product Training Site

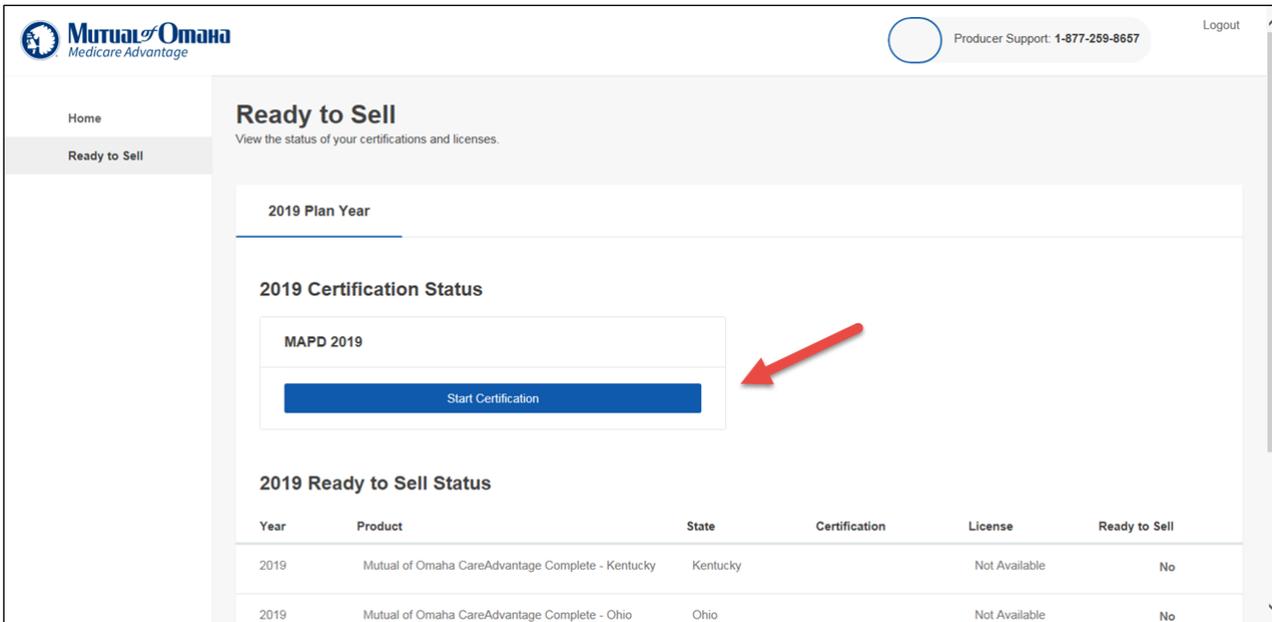
Clicking the 2019 Product Training link on the Sales Professional Access (SPA) producer portal the page will refresh and the User will now see the Medicare Advantage Portal

Click on the following:

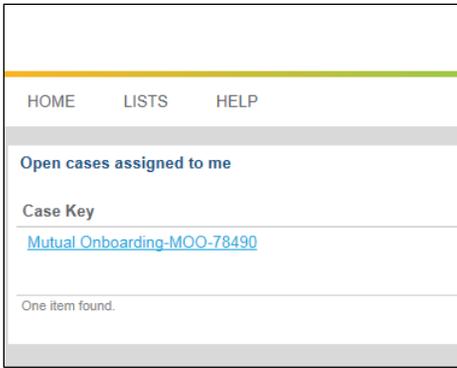
**Home tab**, click on the “Get Certified for 2019 MAPD plan” button within the blue banner, or



**Ready to Sell tab**, click on the “Start Certification” button below the 2019 Certification Status information.

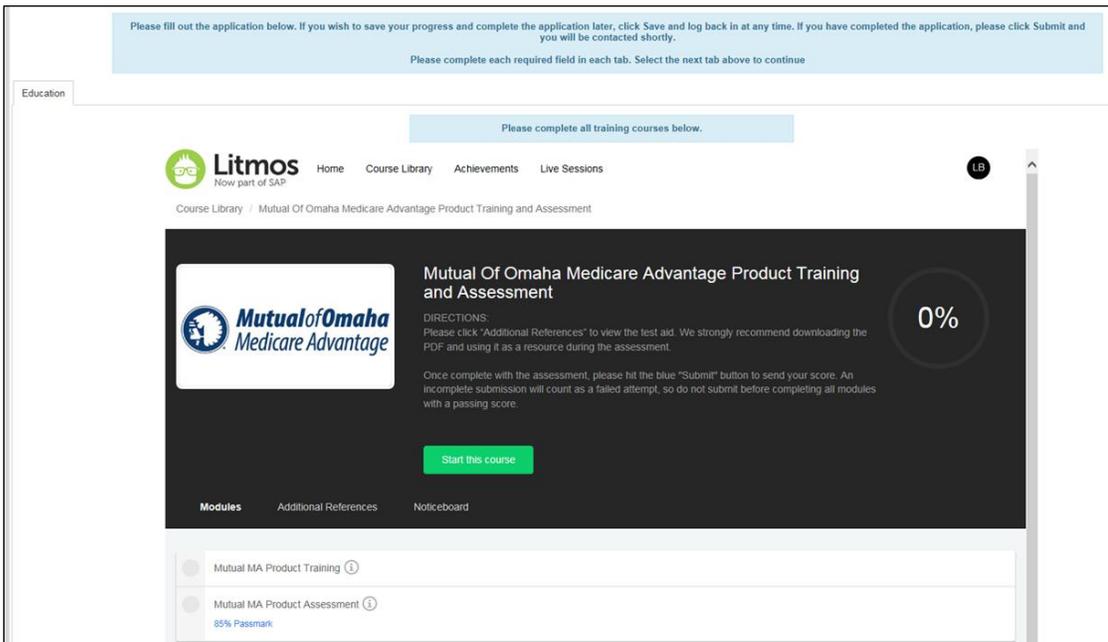


The page will refresh and a Case List screen will display, to access the training the User will need to click on the Mutual Onboarding link.



The page will refresh and the User will be able to begin the Medicare Advantage Product Training by clicking on the “Start this Course” button.

*NOTE – Please read the information carefully, User is instructed to download the information available on the Additional References tab and select the “Submit” button once product training is completed.*



- 1) Once the ‘Start this course’ button has been selected, the Product Training module will display. The User can maneuver through the Product Training deck by clicking on the Left/Right arrows
- 2) When the User gets to the end of the Training, they can then click on the ‘Next Module’ button in the right hand corner of the training to return to the Product Training Course page
- 3) The page will refresh and the User is returned to the Product Training Course to begin the Product Test, they can then click on the ‘Continue this Course’ button or click on “Product Assessment” row
- 4) The page will refresh and the User can then click on the ‘Start’ button to begin the Assessment