



SPECIAL OLYMPICS ONLINE LEARNING PORTAL

HOW TO CREATE A LEARNING PORTAL ACCOUNT

OVERVIEW

The **Special Olympics (SO) Online Learning Portal** is a resource that provides educational, interactive courses for Youth Leaders, adult mentors, coaches, health professionals, and more. Leading up to the Global Youth Leadership Summit, this portal will be used to access pre-Summit work, complete e-learning courses, and submit materials leading up to the Summit. This guide will help you set up an account to the portal.

First start by going to learn.specialolympics.org then follow along with the step-by-step guide below.

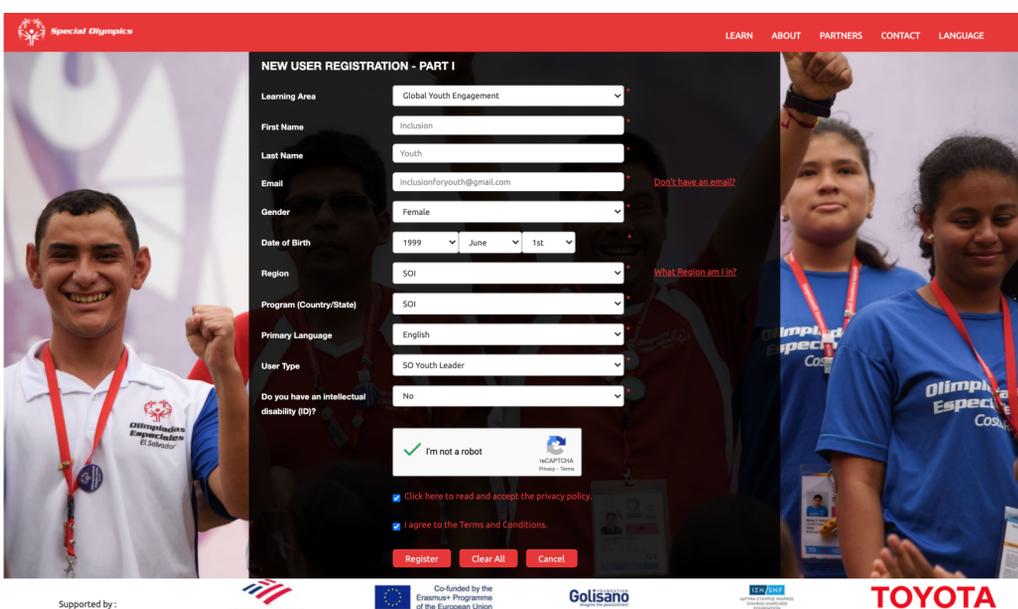
Step-by-Step Guide to Set-Up Your Account



STEP 1

If you already have an account you can press **Login** and enter your username and password (and skip to Step 7)

If you do not have an account, click **Register**



STEP 2

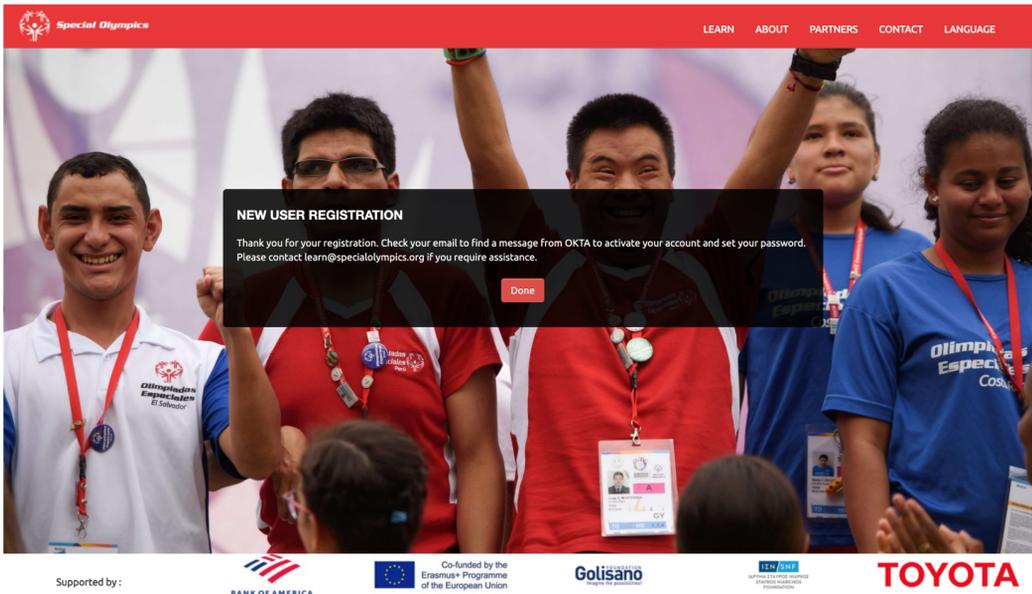
Fill out the registration page

Learning Area: Global Youth Engagement

User Type: Youth Leader or Adult Mentor

Then certify you have read and accepted the terms and conditions

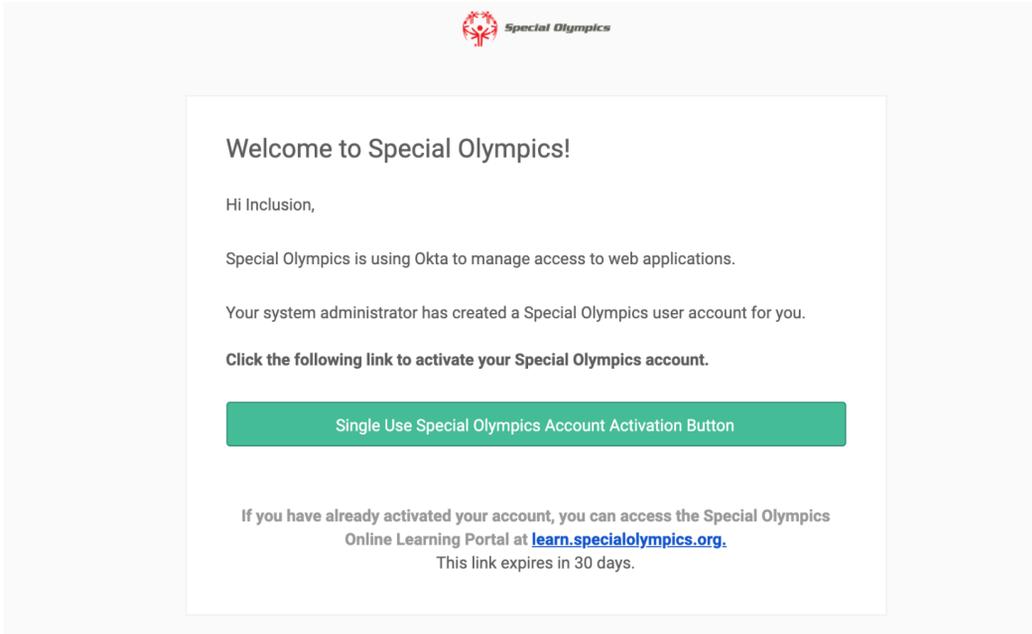
Once all boxes are complete press **Register**



STEP 3

Check your email for a message from OKTA and set your account password

Press **Done** when complete



STEP 4

Check your email and click **Single Use Special Olympics Account Activation Button**

Welcome to Special Olympics, Inclusion!
Create your Special Olympics account

Enter new password

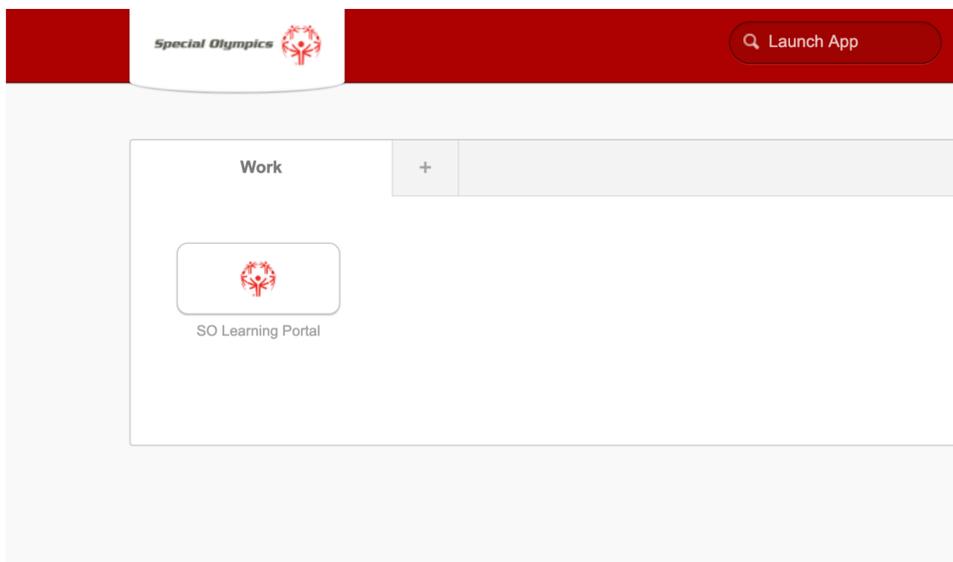
Password requirements:

- At least 8 characters
- A lowercase letter
- An uppercase letter
- A number
- No parts of your username

Repeat new password

STEP 5

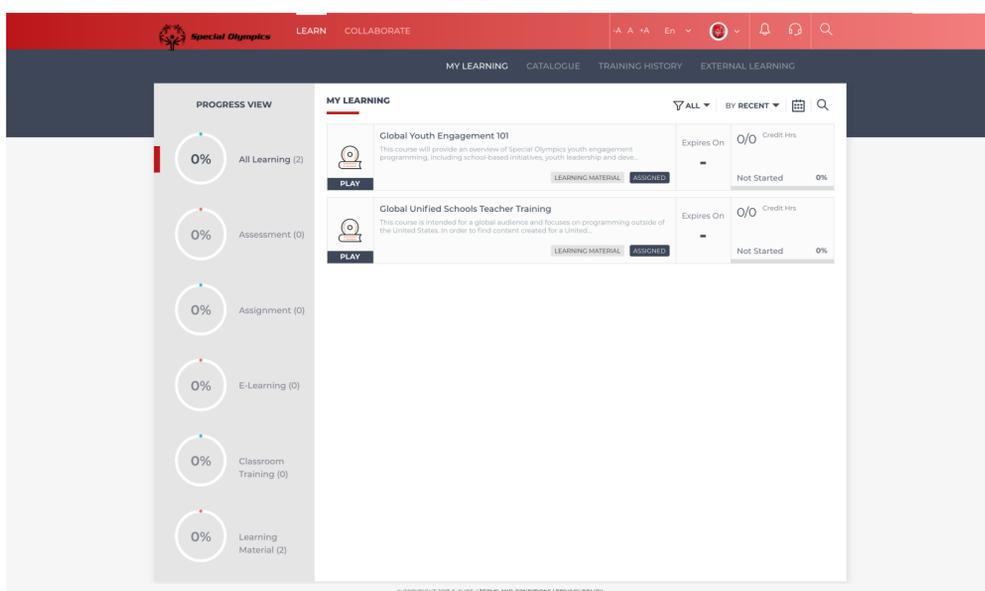
Create your account password and select an image



STEP 6

Congratulations! You have now successfully created your account!

Click **SO Learning Portal** to access the Summit e-Learning Course



STEP 7

This page is where you will be assigned the Summit e-Learning Course

You can also opt-in to other courses through this portal



Trouble with your account?

Email learn@specialolympics.org for support



Questions about the e-learning portal?

Click [here](#) to view an FAQ