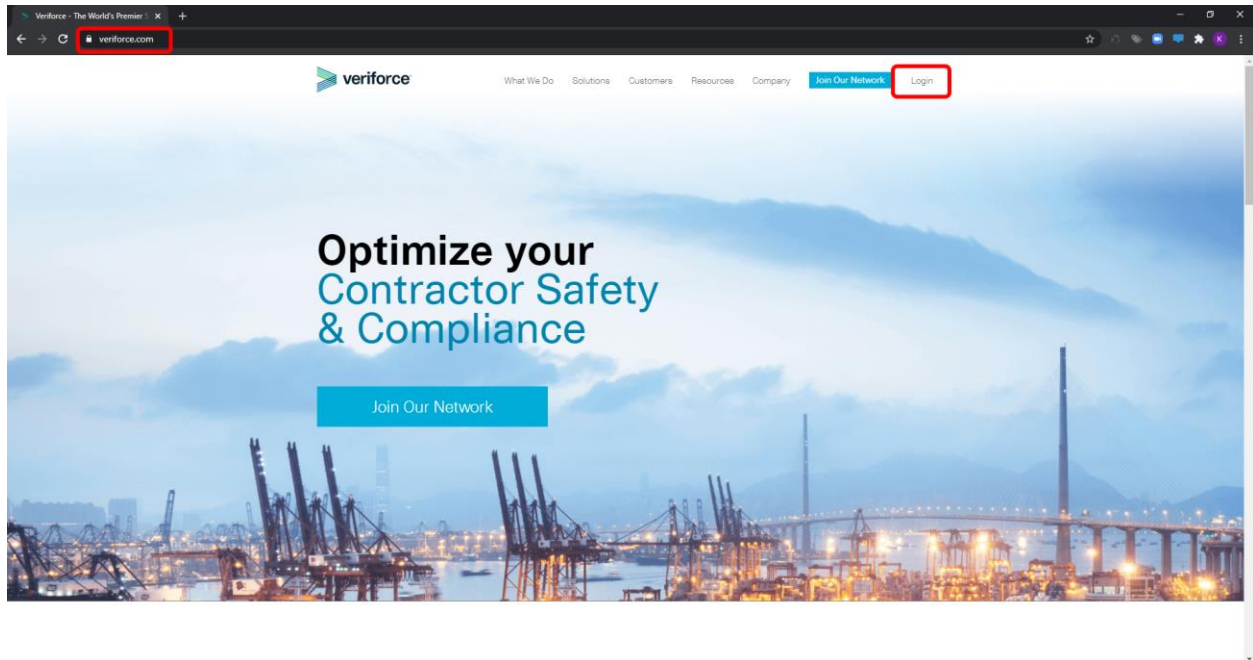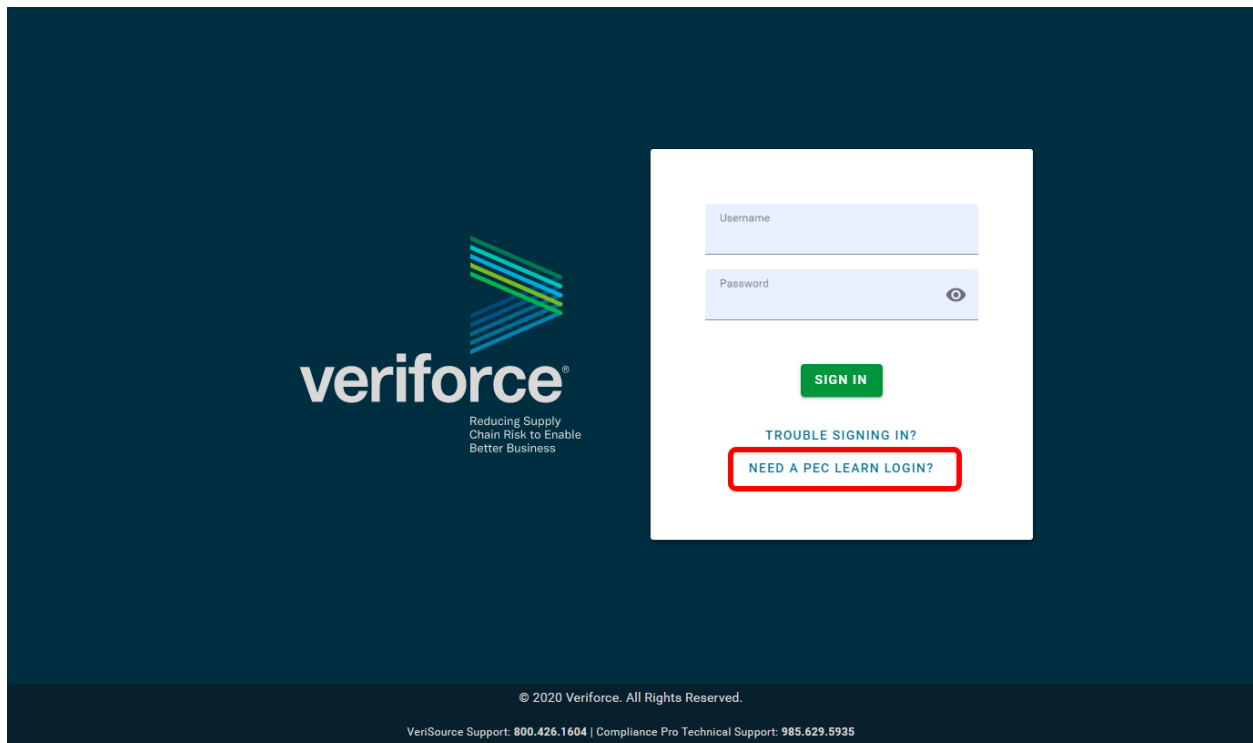# Logging Into the Student Portal

1. Go to www.veriforce.com and click Login.

2. Sign in with your PEC Learn account or click on the "NEED A PEC LEARN LOGIN?" link shown below if you need to create one. If you already have an account, skip to step 14.

3. Enter an email address to login to your Student Portal. Click the "Sign Up" button.

4. You should receive notification that a verification email has been sent. Log into the email account specified in the verification email.
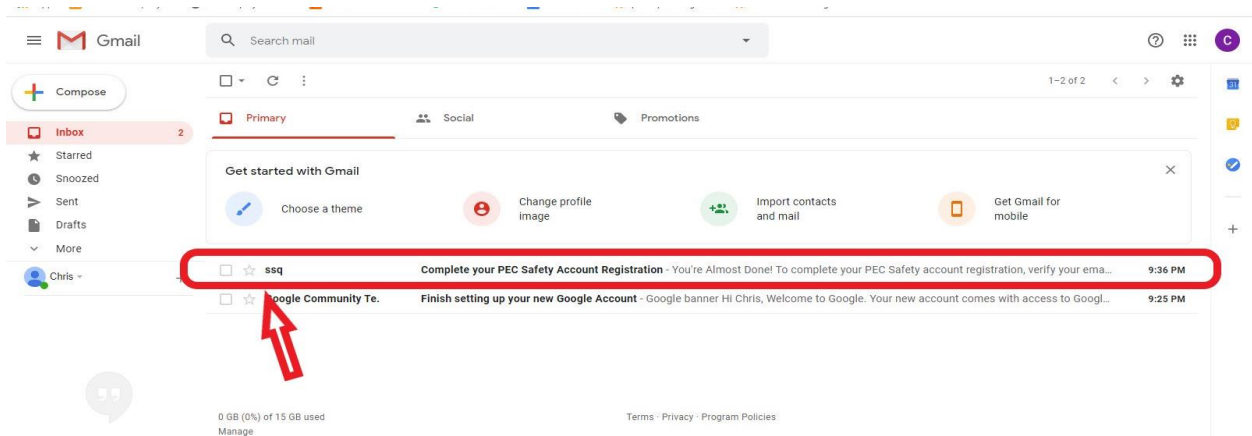
5. Open the email from PEC SSQ (if you do **not** receive the email, check your spam filter or try creating a free Gmail or Yahoo and use that to register your account.)



6. Click on the "Complete Registration" link.
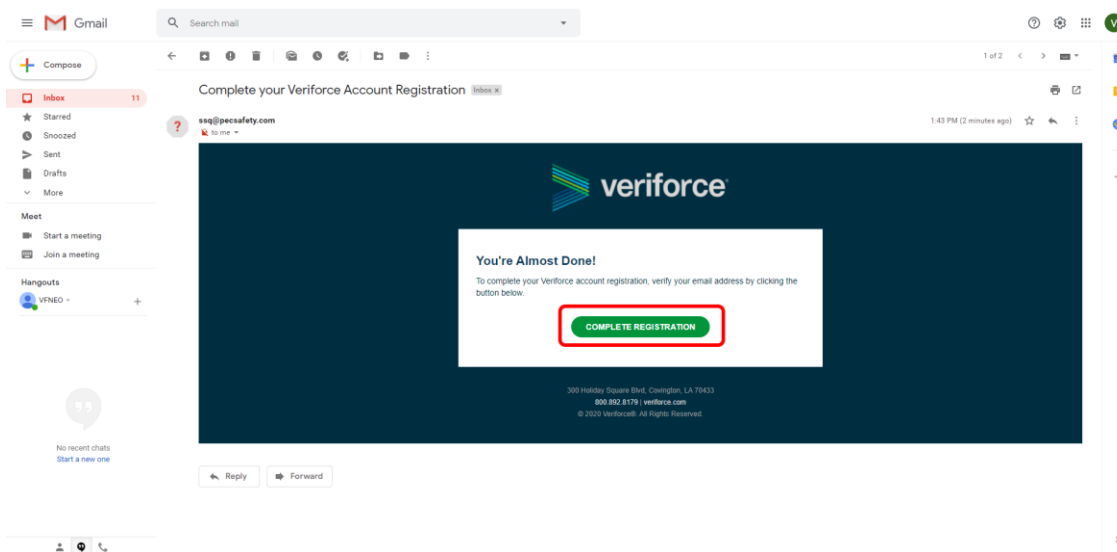
7. Create a password and confirm password. The email and selected password will be your username and password to login to the student portal. You can use the same password for all of your PEC Data accounts, but you must have different user emails.
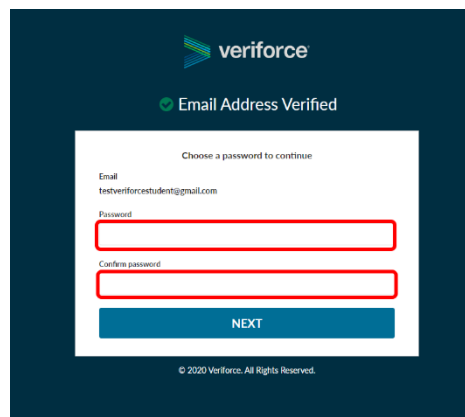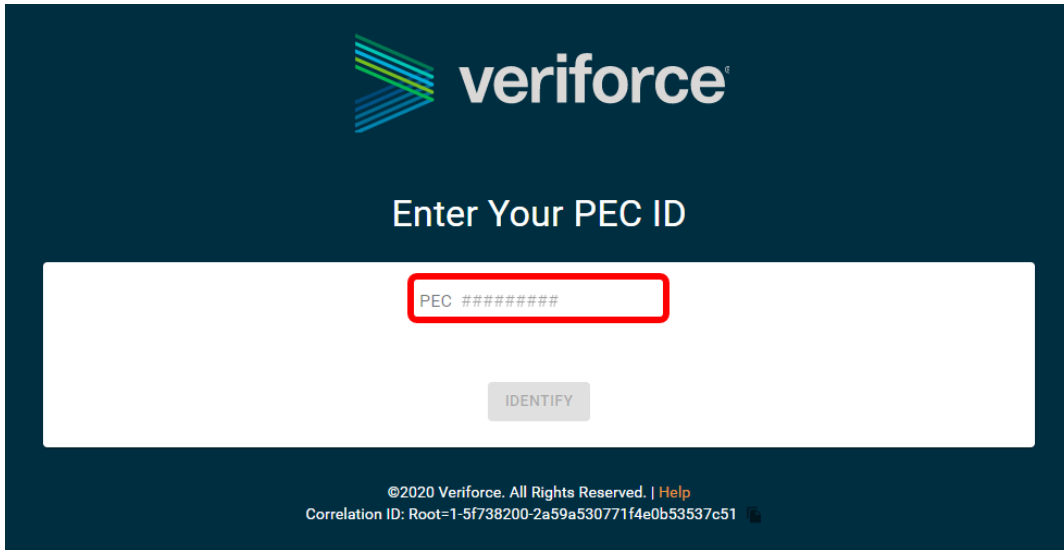
8. Once a password is accepted click on the "I Agree" link.

9. The Student Portal will ask if you have a PEC ID to link your account. If you do have a PEC ID click "Yes, I Have A PEC ID".   If you do not skip to Step 13.
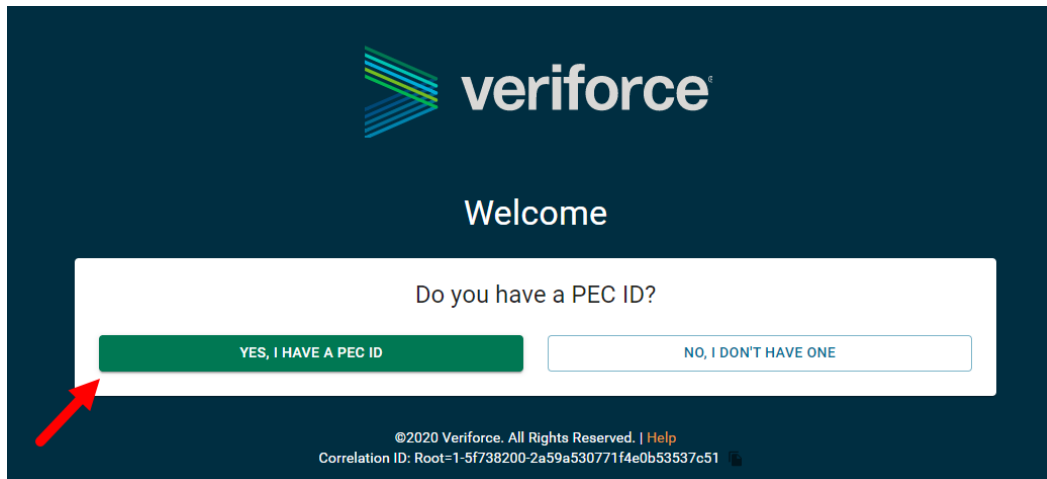
10. If you have a PEC ID, enter the number in the field shown below without putting PEC before entering the number. If you do not have your card you can get your number from www.peccard.com.
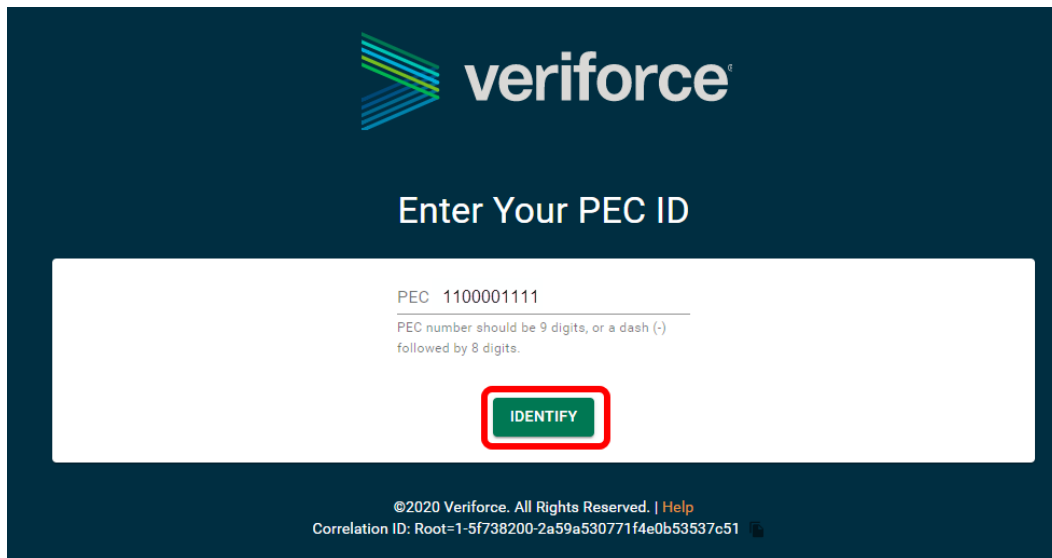

11. Once your PEC ID Number is entered in the below field as shown click on the "Identify" link.

12. Verify your information by clicking on the "This Is Me" link. Once you verify the account you can proceed to step 14.
    a. If the information shown is not you click "Try Another PEC ID" and try again. If this still does not work go back to the screen shown in Step 13 and click No, I Don't Have One" or contact us.
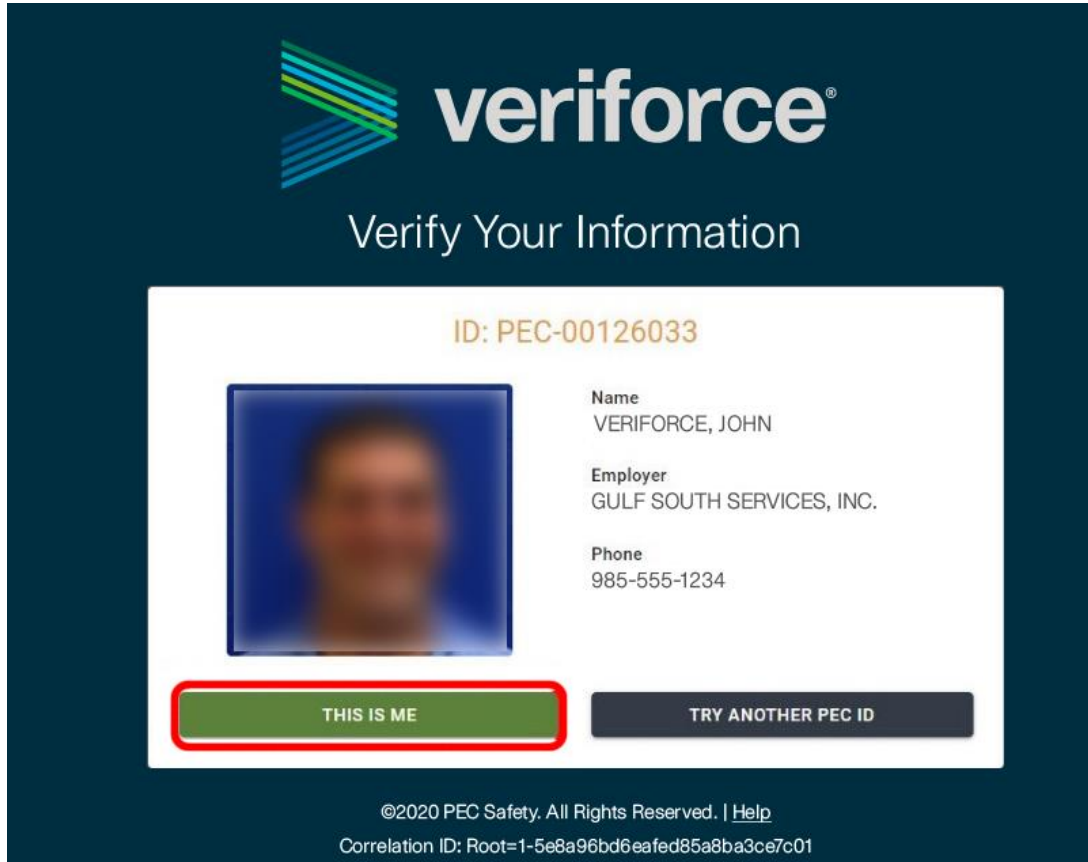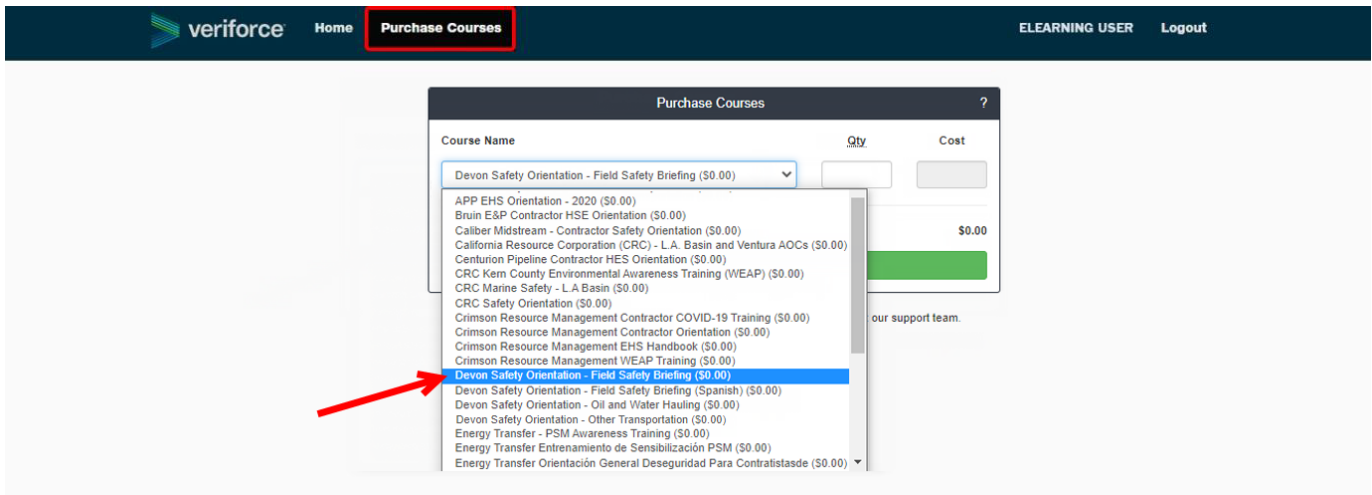

13. If you do not have a PEC ID or haven't taken a PEC Course, click the "No, I Don't Have One" link.
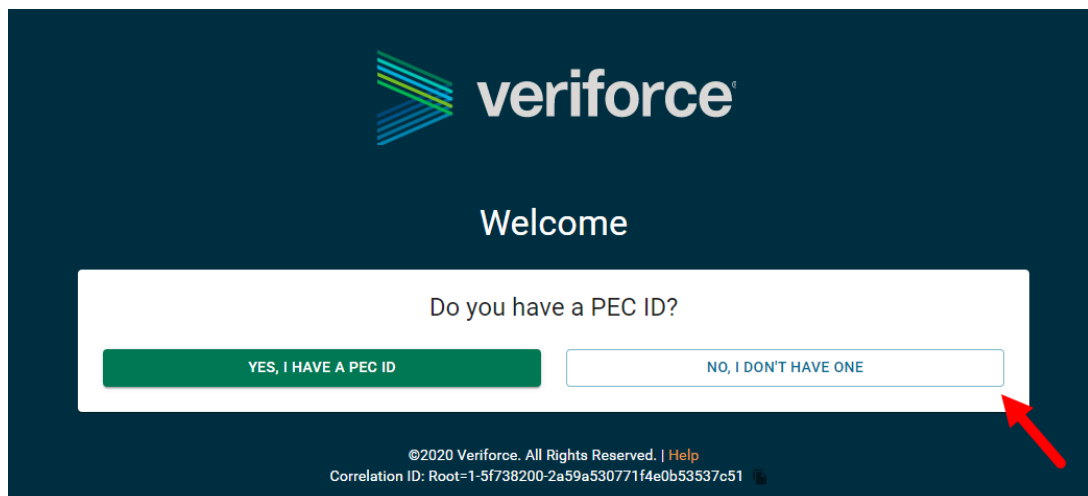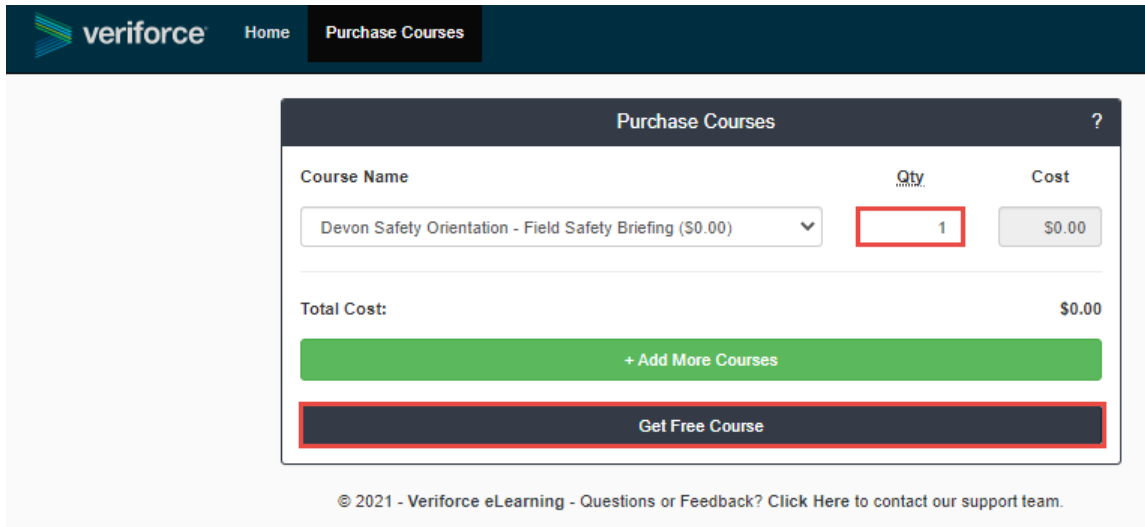
14. The screen shown below is your Student Portal home page. Click on the "eLearning" link to add courses as a student.
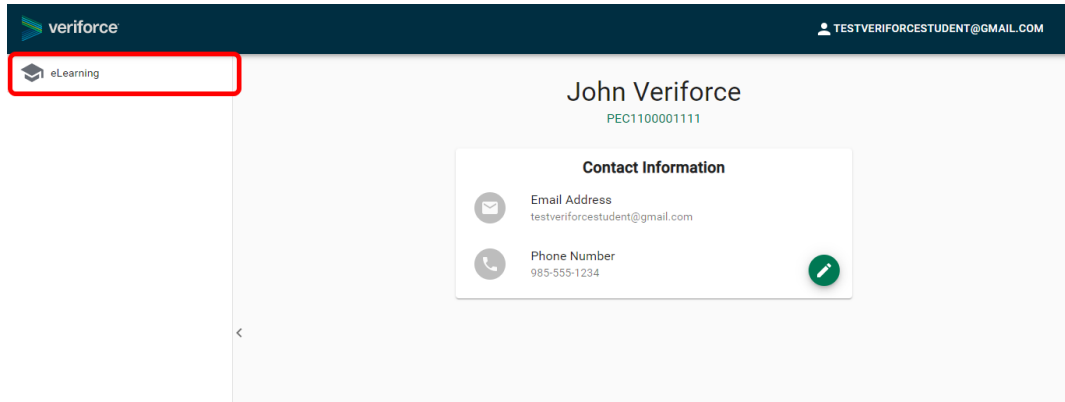
15. Once in eLearning, click on Purchase Courses and select your required Devon Safety Orientation from the dropdown menu.
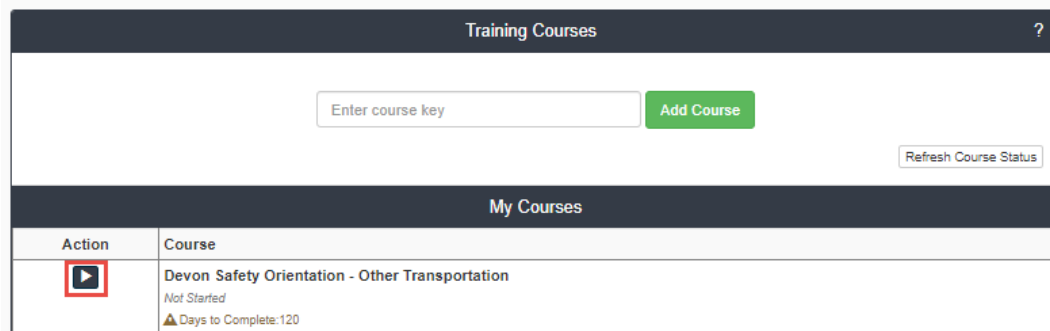
16. Enter the number 1 in the quantity field and click Get Free Course.

17. Click on the Play button next to the name of the course.

18. Follow along with the course and take any required quizzes or exams in order to successfully complete the course.

19. When you exit the course, your course status will automatically update to Completed. If you completed the course and the course status does not update, click on Refresh Course Status or refresh the browser page.

For assistance with this process, please call 985.629.5935 or email help@veriforce.com