



Attendee Guide

Logging In

1. Go to the Heartland At Home login page:
<https://vgmed-heartland2021.sabacloud.com>
2. Fill in the username and the password provided in the welcome email. Your username should be your email address + '-HAH' (ie. joessmith@gmail.com-hah). Click on the blue "Sign In" button.

Welcome to Heartland At Home
Your Livestream and On-demand
Heartland Experience!

USERNAME

PASSWORD

More Options ▾

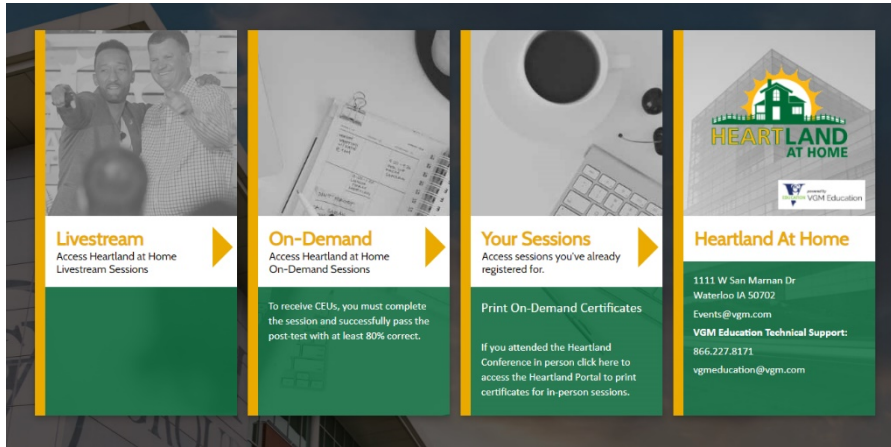
SIGN IN

****The first time you log into the new system, you will be prompted to change your password. You are able to keep the password the same by retyping it into the "New Password" field, then confirming it.****

3. You are now a virtual participant in the Heartland At Home conference. You have several options for moving through the Conference from this area. To get back to the home page, you can click the Hear logo in the left-hand upper corner at any time.



- **Livestream** – The left-hand panel takes you to the schedule of live events. The schedule of events includes 'ATTEND' links which will take you to Vimeo to view the session live.
- **On-Demand** – The second panel takes you to the list of courses being offered on-demand. To receive CEUs, you must complete the session and successfully pass the post-test with at least 80% correct.
- **Your Sessions** – The third panel includes all of the sessions that you have registered for and/or taken during the Conference. Click on "Your Sessions" to access your learning and your certificates once you have completed all requirements for the CEUs.



Taking On-Demand Courses

- A list of courses will appear on your screen. Next to the Course Title is a blue button where you can “Register and Launch” the course. For On-demand courses, you are able to log out of the course and it will be available on the “Your Sessions” section of the convention for you to complete later. Your progress will be saved.

On-Demand Sessions

Audit Update: [What can we expect?](#)

Speaker:
Wayne van Halem

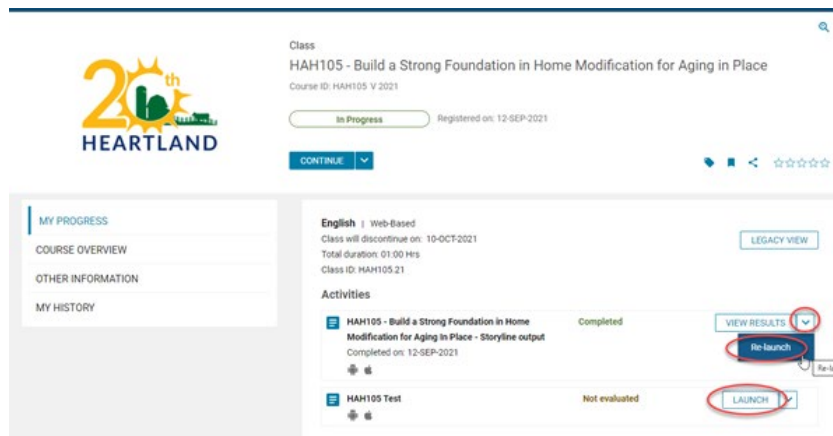
Track: Billing/Reimbursement

REGISTER & LAUNCH

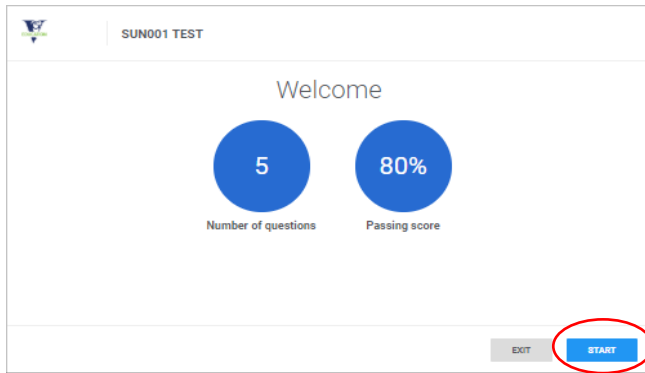
- All courses that have **not been completed** will populate automatically in the list of Learning & Certifications on the “Your Sessions” section of the Convention. Click the title of the course to launch the course whether it is a Live or On-Demand course. (See arrow below)



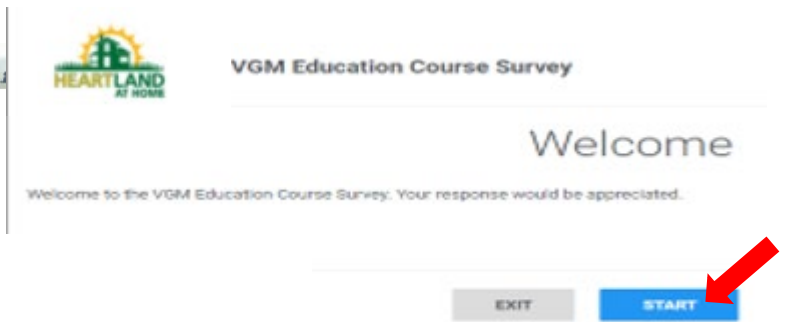
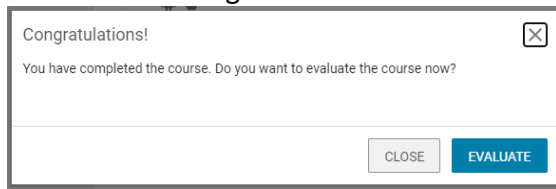
- To return to the course, a new window will pop up, click the down arrow to the right of View Results and click “Re-Launch” to load session. After the session, you will click the “Launch” button to begin the test for the class.



- To Start Test:** Click the blue “Start” button in the lower right-hand corner to start the test/Evaluation.



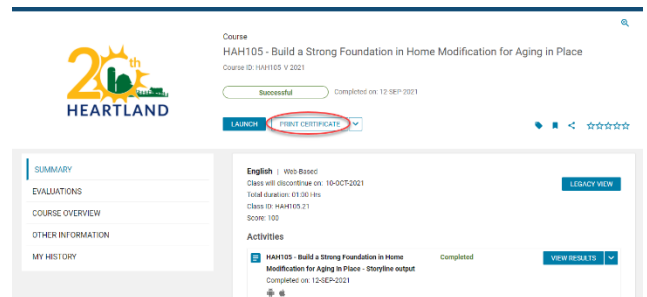
- To Start the Evaluation:** After you have completed the test, a pop-up window will show on screen to allow you to complete the evaluation. Click “EVALUATE” on the first screen and then “Start” on the next screen to begin the evaluation.



Print Certificate

After you have completed the course you can print the certificate in one of two places:

- On the Class Details page the Print Certificate button is at the top.



- If you are no longer on the Class Details page you can also click ‘Print On-Demand Certificates’ on the Home Page and then click the blue ‘PRINT CERTIFICATE’ button to the right of the course.

