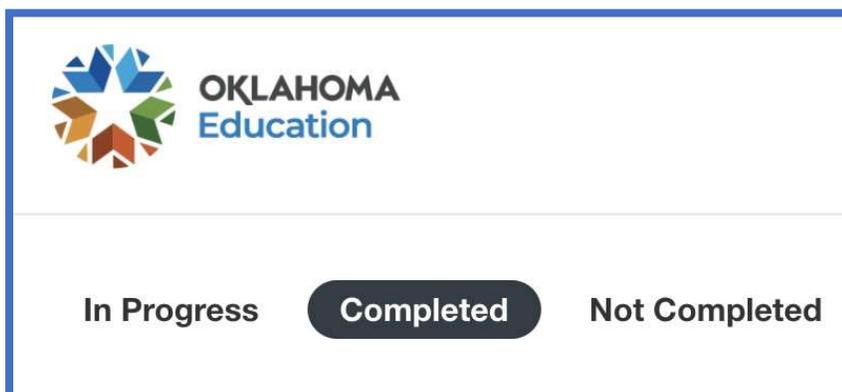


HOW TO PRINT A CERTIFICATE OR TRANSCRIPT ON OSDE CONNECT

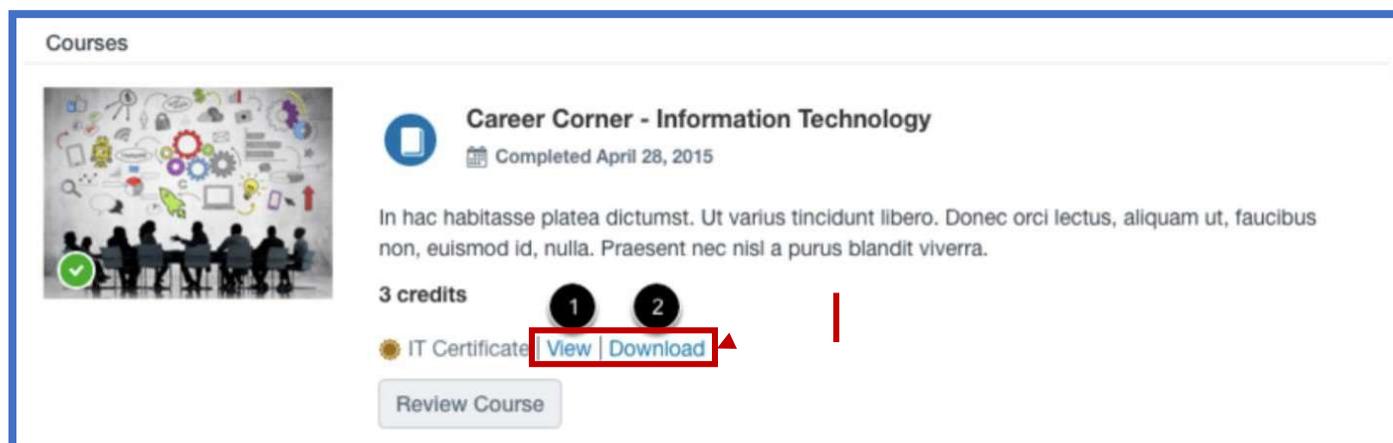
Printing a Certificate:

If your course provides a certificate of completion, you can access it by clicking on COMPLETED.

Note: Once you log out of OSDE Connect after the training, you cannot go back in a print a certificate, you can only print TRANSCRIPT (see *instructions below*)

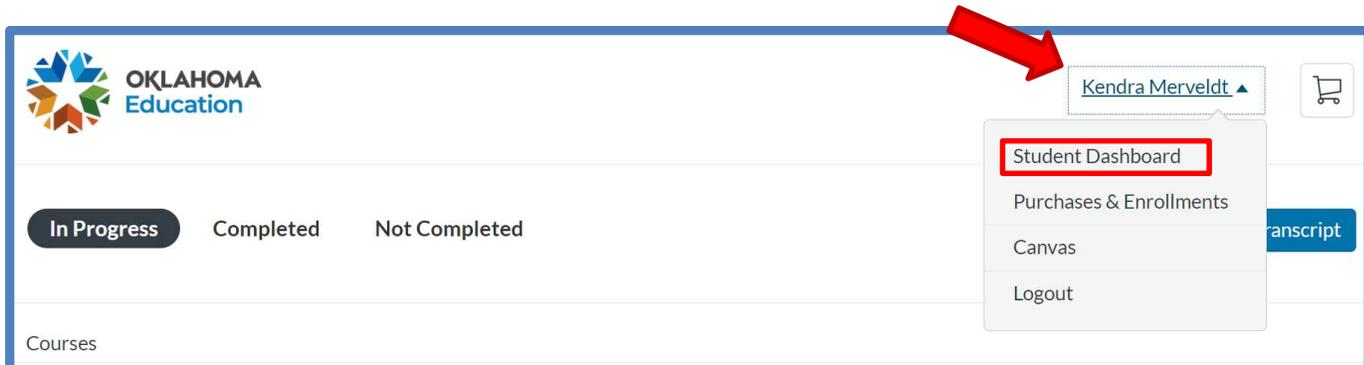


You will then see the option to **VIEW** or **DOWNLOAD** your certificate beneath the short course description.

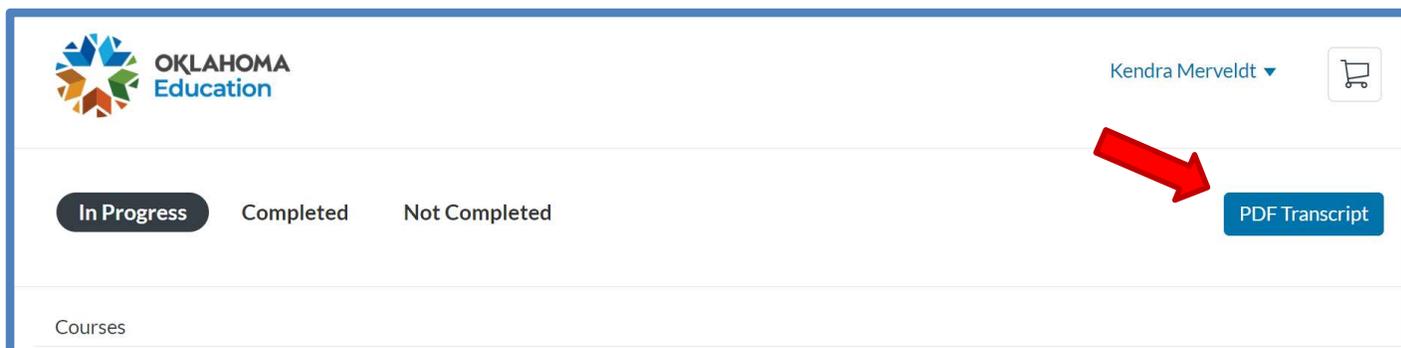


Printing a Transcript:

Log into your account, click on your name and select STUDENT DASHBOARD



Click on PDF TRANSCRIPT. This will show all the course you have enrolled in and completed



Learner Transcript		Kendra Merveldt		OKLAHOMA Education	
Enrolled	Completed	In Progress	Not Completed	Credits Earned	Credits Available
33	0	25	8	0	34
Completed					
No enrollments to display					
In Progress					
ENROLLED	COURSE/PROGRAM				AVAILABLE CREDITS

If you have any question, contact Sherri Assaleh at Sherri.Assaleh@sde.ok.gov or (405) 522-3327.