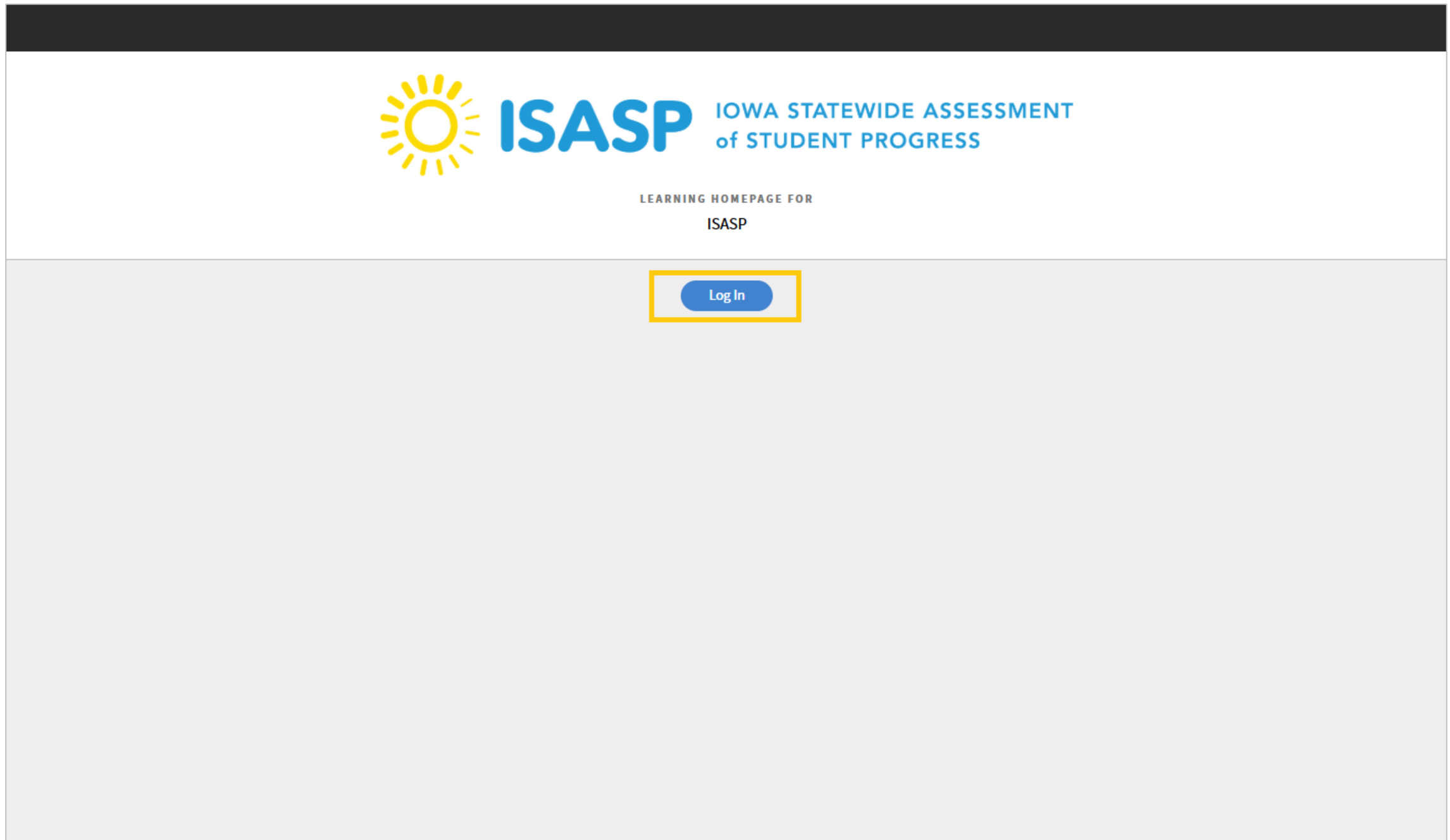
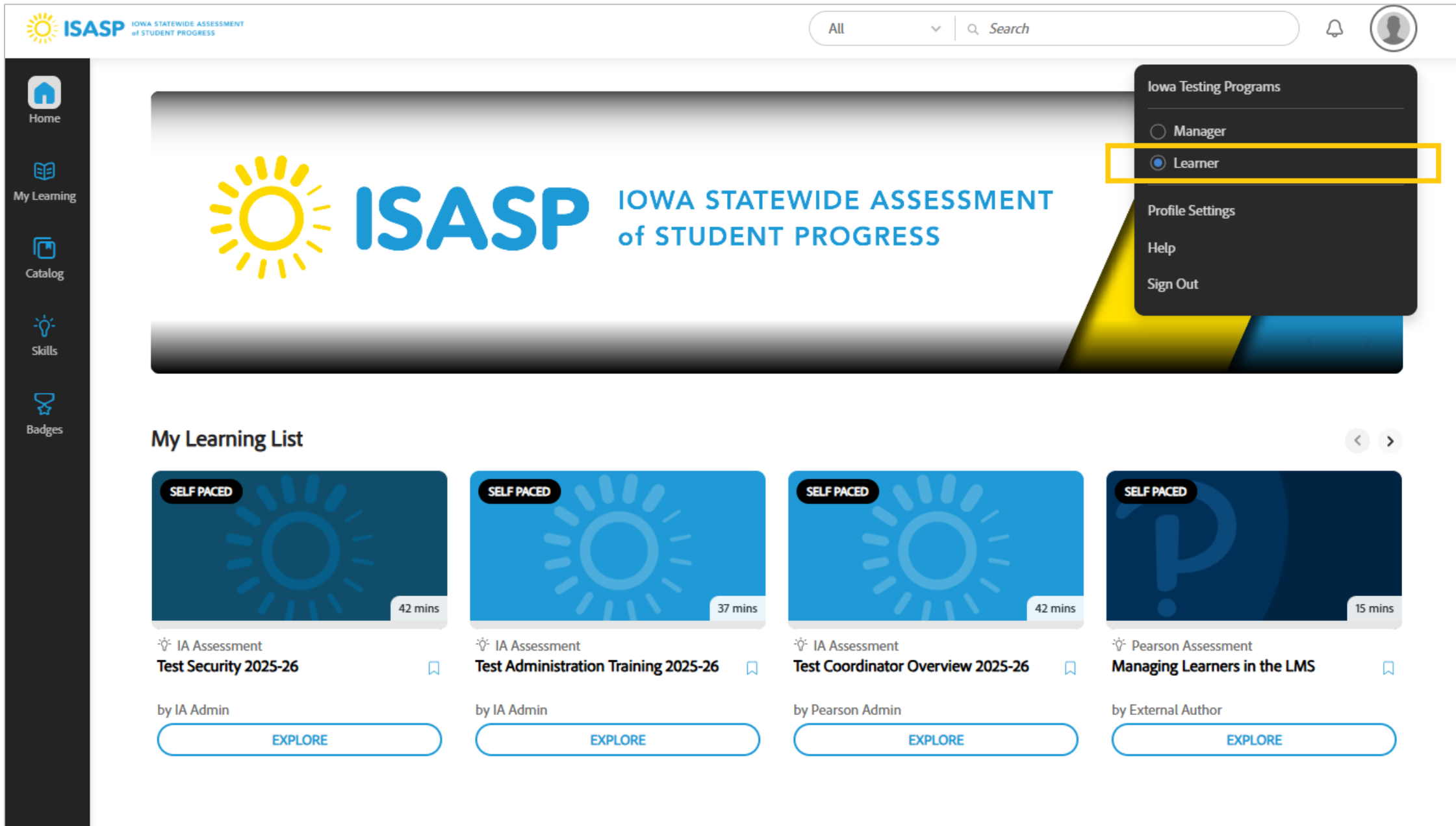


1. Sign in to the ISASP Learning Management System (LMS) with your *LMS Adobe Account* credentials. The link to the ISASP LMS is located on the [Training page](#) of the ISASP Portal.



2. Once signed in, click on your account drop-down on the upper-right corner of the screen. To view badges and certificates for completed trainings, the role must be set to *Learner*.



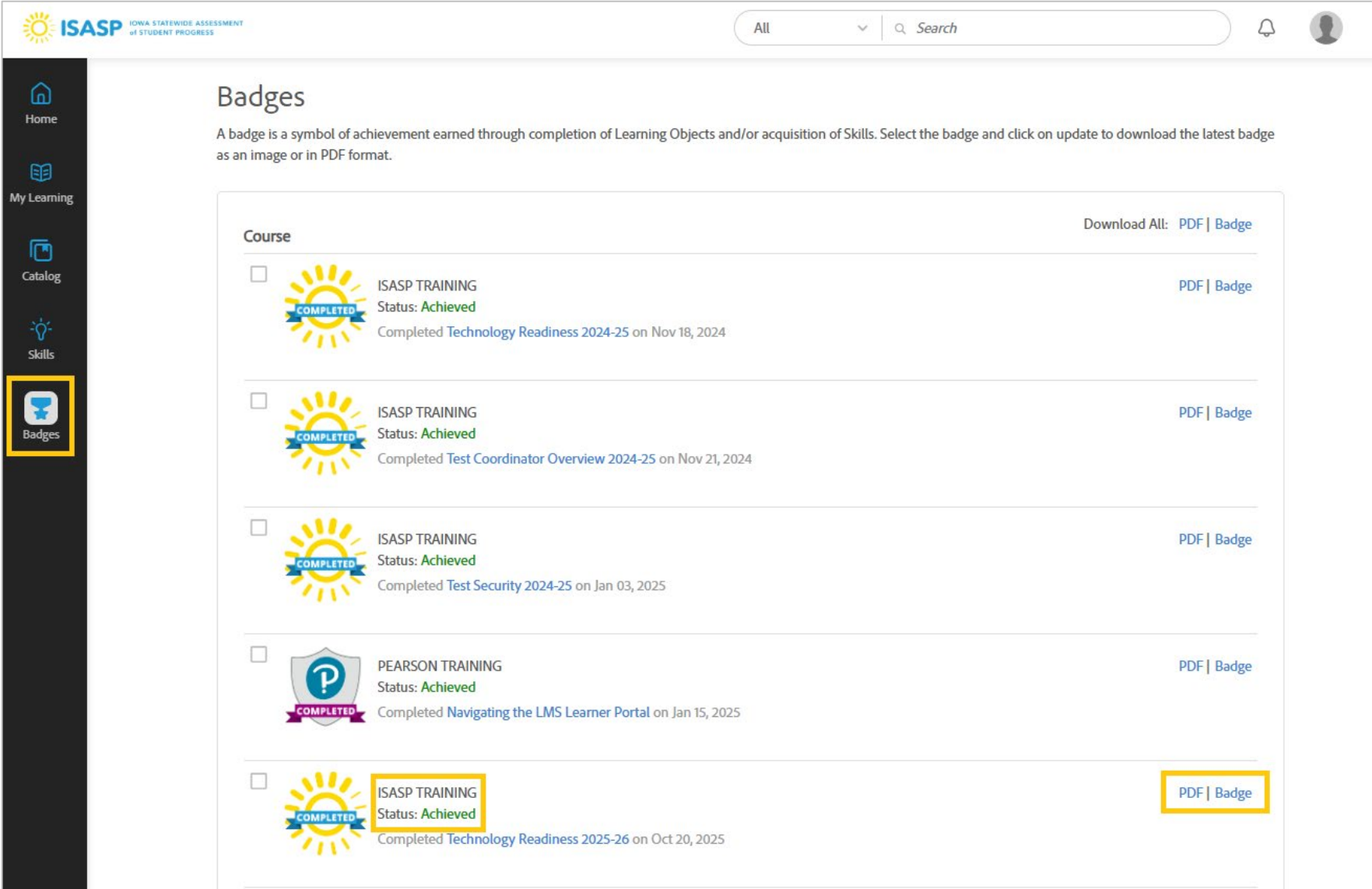
The screenshot displays the ISASP LMS interface. At the top, the ISASP logo and name are visible. A search bar and a user profile icon are in the upper right. The user profile dropdown menu is open, showing options: "Iowa Testing Programs", "Manager", "Learner" (highlighted with a yellow box), "Profile Settings", "Help", and "Sign Out". Below the header, the "My Learning List" section shows four self-paced training modules:

- Test Security 2025-26** (42 mins) by IA Admin
- Test Administration Training 2025-26** (37 mins) by IA Admin
- Test Coordinator Overview 2025-26** (42 mins) by Pearson Admin
- Managing Learners in the LMS** (15 mins) by External Author

Each module card includes a "SELF PACED" label, a sun icon, a duration, and an "EXPLORE" button.

3. On the left side of the page, click on [Badges](#). This will take you to a page displaying modules completed and currently assigned to you in the ISASP LMS. Trainings that have been completed will show the status as **Achieved**, with the blue PDF link active over on the right. To view the certificate, click on [PDF](#).

\*Important: The badge and certificate will generate for a completed training, whether it was completed by the individual viewing the training on their own or being included in a documented group training session.



The screenshot shows the ISASP LMS interface. On the left is a dark sidebar with navigation icons: Home, My Learning, Catalog, Skills, and Badges (highlighted with a yellow box). The main content area is titled "Badges" and includes a description: "A badge is a symbol of achievement earned through completion of Learning Objects and/or acquisition of Skills. Select the badge and click on update to download the latest badge as an image or in PDF format." Below this is a table of training modules. The table has a "Course" header and a "Download All: PDF | Badge" link. The table lists five training modules, all with a status of "Achieved". The first four are ISASP TRAINING, and the fifth is PEARSON TRAINING. The last row is highlighted with a yellow box, showing the "Technology Readiness 2025-26" training completed on Oct 20, 2025, with a yellow box around the "PDF | Badge" link.

Course	Status	Completion Date	Download All: PDF   Badge
<input type="checkbox"/> ISASP TRAINING Completed Technology Readiness 2024-25 on Nov 18, 2024	Achieved	Nov 18, 2024	PDF   Badge
<input type="checkbox"/> ISASP TRAINING Completed Test Coordinator Overview 2024-25 on Nov 21, 2024	Achieved	Nov 21, 2024	PDF   Badge
<input type="checkbox"/> ISASP TRAINING Completed Test Security 2024-25 on Jan 03, 2025	Achieved	Jan 03, 2025	PDF   Badge
<input type="checkbox"/> PEARSON TRAINING Completed Navigating the LMS Learner Portal on Jan 15, 2025	Achieved	Jan 15, 2025	PDF   Badge
<input type="checkbox"/> ISASP TRAINING Completed Technology Readiness 2025-26 on Oct 20, 2025	Achieved	Oct 20, 2025	PDF   Badge

4. Here is how the training completion certificate will look. It will state on the certificate the name of the training and the date when it was completed.

Downloading or printing certificates is decided by the individual. These certificates will always be available in your LMS Adobe Account. Check with your school or district to find out your local policy on these certificates.

