

The Path: How-To Guide

For Law Society of Manitoba Members

Creating Your Account and Enrolling in the Course

Taking Quizzes

Tracking Progress

Completing the Course

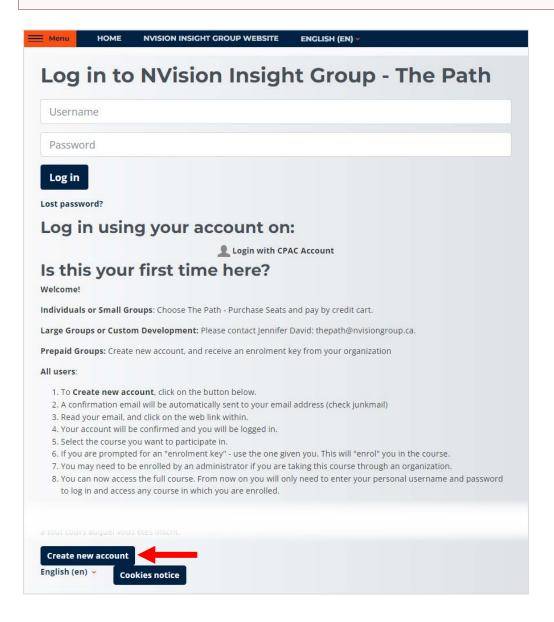
Creating your account and enrolling in the course

1 Go to: https://nvisionthepath.ca/course/view.php?id=174

Already completed The Path through another provider, such as the Canadian Bar Association? Read about your options included at the end of this guide.

2 Scroll down and select **Create new account**.

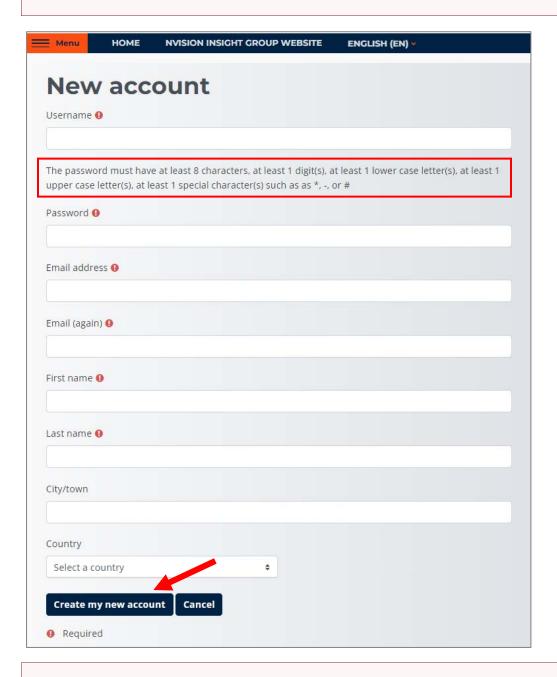
If you already have an account for The Path, enter your existing username and password at the top of the page, select Log in, and then skip to step 6. If you forgot your password, you can reset it on the NVision website.



3 Fill in the fields and select **Create my new account**.

Your username must use only lowercase letters and your password must follow NVision's guidelines.

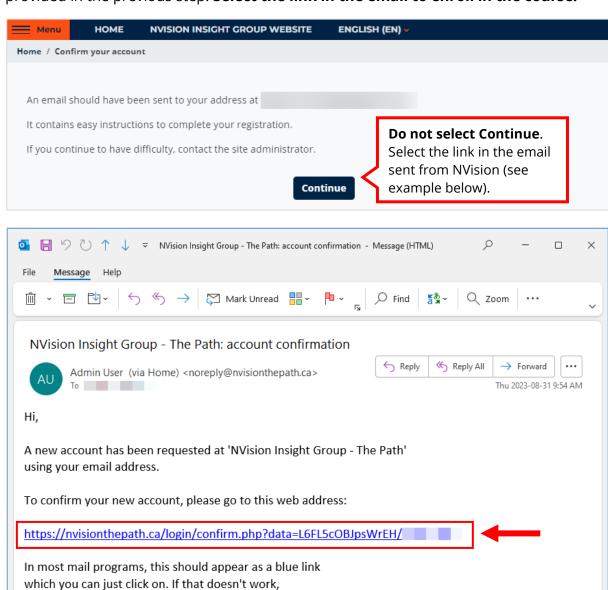
The username and password you create for The Path are not the same as the ones you use to access the Member Portal.



Take note of your username and password and keep them in a safe location.

You need this information each time you log into the course.

4 A confirmation email from *noreply@nvisionthepath.ca* is sent to the email address you provided in the previous step. **Select the link in the email to enroll in the course.**



Check your junk mail folder if you do not receive the email within a few minutes.

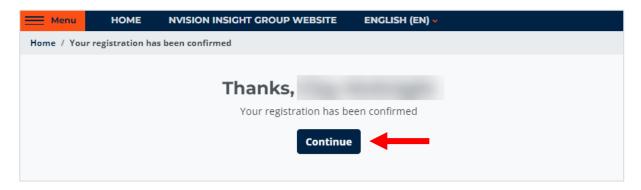
then cut and paste the address into the address line at the top of your web browser window.

Admin User

If you need help, please contact the site administrator,

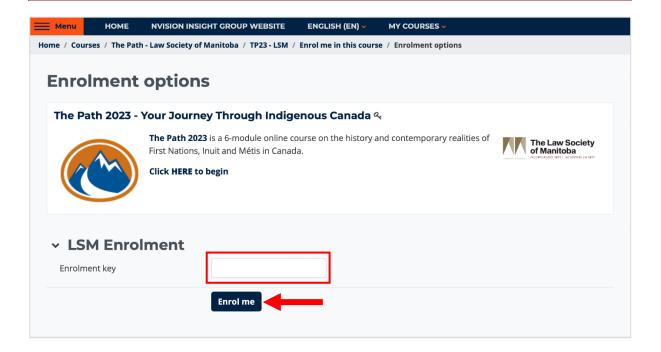
Contact NVision if you do not receive the email: technicalhelp@nvisionthepath.ca

5 A web page opens to show that your account registration is confirmed. Select **Continue**.



- **6** The **Enrolment options** window opens. Enter the **LSM Enrolment Key*** in the field and then select **Enrol Me**.
 - *You can find the **enrolment key** in the email sent to you from the Law Society at the time you were invited to enroll in the course, or you can contact path@lawsociety.mb.ca

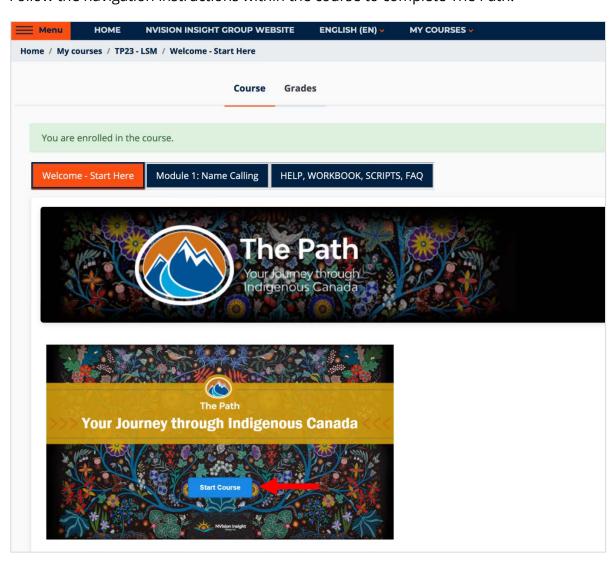
Do not share the enrolment key. It can only be used by Manitoba lawyers required to take The Path (Law Society of Manitoba).



Once you are enrolled, you will need to enter your username and password to log in and access the course.

If you forget your password, you can reset it on the NVision website.

8 The **Welcome - Start Here** page opens. Select the **Start Course** button. Follow the navigation instructions within the course to complete The Path.



Your progress is tracked by the learning management system, so you can complete the course at your own pace (within the completion timeframe set by the Law Society).

If you exit the course, you can log back in and access The Path from the **My Courses** menu to resume from where you left off. Note that you cannot resume at a specific spot in a video.



For technical support, contact NVision: technicalhelp@nvisionthepath.ca

Taking Quizzes

Each module in The Path contains required knowledge assessment quizzes.

Passing Grade and Question Attempts

You must complete each quiz with a score of **80% or greater**.

If you answer a question incorrectly, you can either move on or try again. It is recommended that you go back and select the correct answer for each question.

Tracking Progress

1 Select Grades.



2 Select The Path 2023 - Your Journey Through Indigenous Canada.



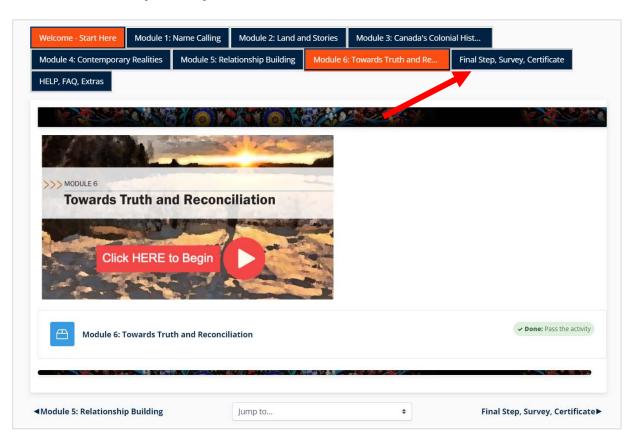
3 Your course progress displays.

To fulfill course completion requirements, ensure that you have completed all modules listed with a score of 80% or greater on each of the quizzes.

Completing the Course

After you have completed all course modules:

1 Select the **Final Step, Survey, Certificate** link.



- **2** Follow the on-screen instructions to complete the course. This includes:
 - Entering your **LSM Member Number** and your **First and Last name**.

This step must be completed in order for the Law Society to confirm that you have completed this education requirement, and for you to receive your course completion certificate.

• Downloading your **certificate of achievement** to verify you completed the course.

NVision will provide the Law Society with monthly course completion reports. You do not have to produce your certificate unless requested by the Law Society.

Completing the anonymous Feedback Form.

Already completed The Path?

If you have already completed The Path through another provider, such as the Canadian Bar Association, you are eligible to take the Manitoba-specific lessons only.

We do, however, encourage you to take the full course again.

Please note that you will be required to certify your eligibility to take the Manitoba-specific lessons upon access.

To access the Manitoba-specific lessons:

- Go to: https://nvisionthepath.ca/course/view.php?id=175
- Continue at Step 2 in the *Creating your account and enrolling in the course* section.