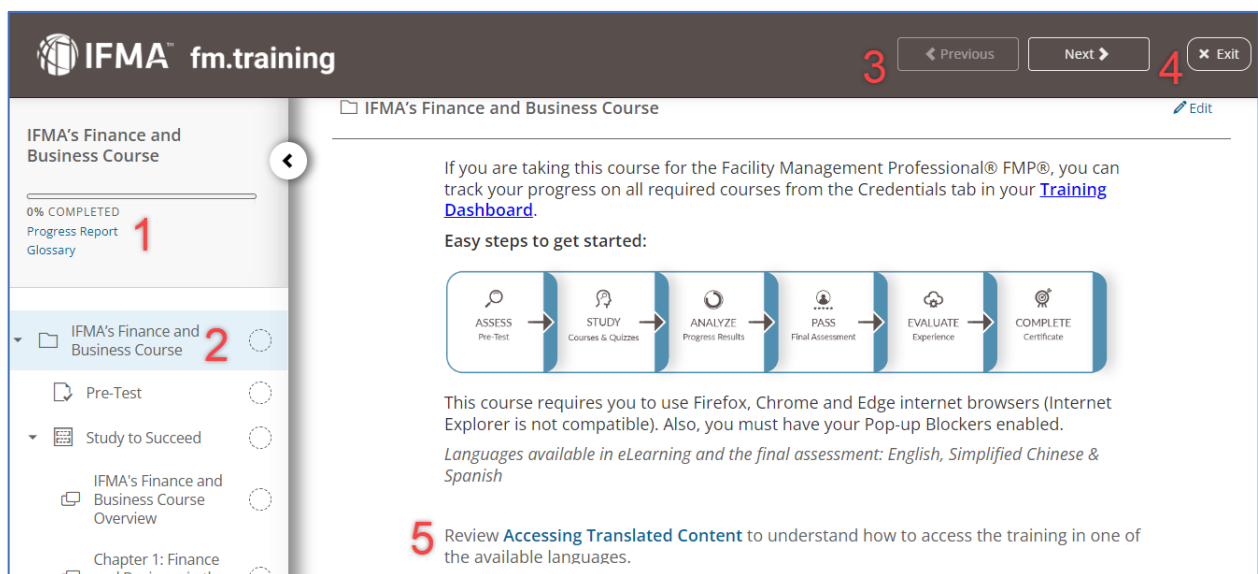




UNDERSTANDING THE COURSE PLAYER

Once you understand the course player, you will be able to take any course in [fm.training](https://www.ifma.org/fmtraining). The Course Player Components are listed below.



The screenshot shows the IFMA fm.training course player interface. The top navigation bar includes the IFMA logo, the course title 'IFMA's Finance and Business Course', and navigation buttons for 'Previous', 'Next', and 'Exit'. The sidebar on the left contains a progress report and glossary (1), a course overview (2), and a list of course chapters. The main content area displays a progress bar (3), a 'Review Accessing Translated Content' section (5), and a 'Easy steps to get started' section with a flowchart showing the course progression: ASSESS (Pre-Test) → STUDY (Courses & Quizzes) → ANALYZE (Progress Results) → PASS (Final Assessment) → EVALUATE (Experience) → COMPLETE (Certificate).

1. **Progress Report and Glossary.** Click here to be taken to your **Progress Report** for the course. See how you scored throughout the course chapters with Pre-Test Results, Chapter Quiz Results, and Final Assessment Results. This section can provide personal feedback of where you can find ways of improving your score. Click to view the **Glossary** for the course.

2. **Content Navigation Tab.** Navigate between the available course items by clicking directly on the page or by clicking the ▼ sign on the left side of a folder icon.
3. **Course Navigation.** Click on Next or Previous to navigate between pages.
4. **Exit the Course.** This will return you to your Training Dashboard.
5. **Translated Student Guide and how to Purchase Student Guide Hardcopy.** Click on the **Accessing Translated Content** link to read a more detailed How to Guide explaining the **Student Guide**. Please note that you can download the guide but cannot print it as it will be watermarked. Use the email link corporateconnections@ifma.org to request information for purchasing hard copies of the course materials.

CONTACT INFORMATION

Online Help Desk:

Contact our help desk if you require further assistance or for general inquiries.

Phone: +1-800-963-6900 (Worldwide)
or +1-713-623-4362 | 7:15 a.m. – 5:45 p.m. CDT (USA/Canada)

Fax: +1-713-623-6124

For questions on IFMA's FMP, SFP, CFM credentials contact: Credentials@ifma.org

