

How to download or print course certificates

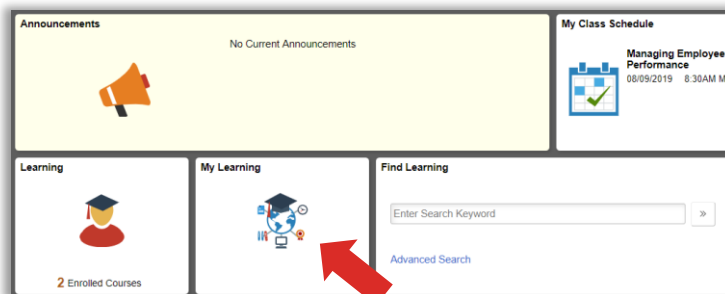
1. Log in to <https://elm.share.state.nm.us>.

NOTE: If you are already logged in and have just completed an online course, click the home button (see image on right).

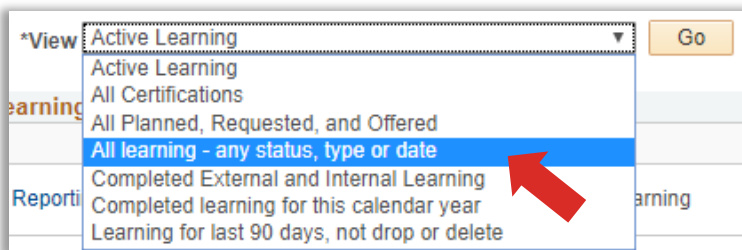
Certificates for classroom-based classes will be available within 2 business days of the class ending.



2. Click the **My Learning** tile.



3. Select **All learning - any status, type or date**. Click **Go**.



4. Click the printer icon to the right of the course title. The file will open or you will be prompted to download it. This depends on the browser you use. You may then save or print the certificate.