

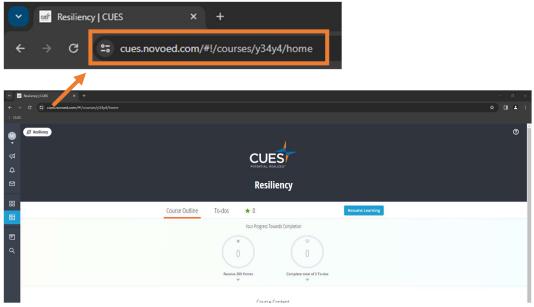
## Member How-to Document

## **Recommending Courses to Others**

**Purpose:** You may want to share a course or learning journey with someone at your credit union. The steps below will show you how to pull a course link and share it. <u>Admin Note:</u> This process can also be used to deep link a course or learning journey in your LMS.

## Process:

1. After you've logged in to CUES Learning Portal and have accessed the course you wish to recommend, copy the URL at the top of the browser window.



- 2. This link allows direct access to that course. You can use this link to:
  - Easily share the course or learning journey to others via email
  - Easily access the course or learning journey, utilizing CUES single sign on