



MASTERING YOUR LIFE THROUGH SELF COACHING

Quick Start Guide



Mastering Your Life Through Self Coaching Quick Start Guide

Welcome to the Mastering Your Life Through Self Coaching Course. We're thrilled to be working with you!

Following is some information to help you get started. But if you have any questions along the way, please don't hesitate to email us.

COURSE DESCRIPTION

The Mastering Your Life Through Self Coaching Course is designed to provide you the core information anyone seeking truth may need, but with the convenience of online education.

- The program consists of 11 "lessons" (i.e.: Getting Started, Physical and Mental Health Mindset and Tactics, etc.)
- Each lesson is designed to take 10-20 minutes to complete.
- As long as you complete each lesson (i.e., click the Orange Continue button at the bottom), the system will keep track of where you are.
- There is a knowledge check at the end of each lesson that is important to complete. These questions will become part of the final quiz required to receive your certificate.

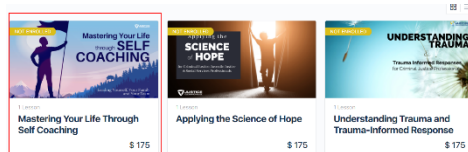
WHAT LESSONS ARE INCLUDED?

Through the Mastering Your Life Through Self Coaching Course you will discover the right mindset and tactics to get into the best shape of your life, learn to manage your time like a boss, show up as the leader you want to at home and work, create memories and a legacy with your family and learn how to coach yourself to show up despite all obstacles.

HOW DO I GET STARTED?

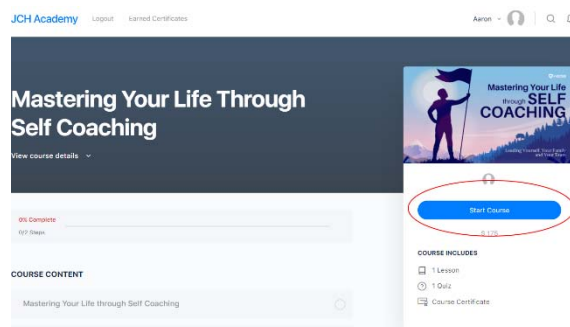
In your welcome email you would have received your user ID and password.

- Go to <https://academy.justiceclearinghouse.com/>
- Click “Sign In” (Upper right corner of your screen)
 - Use the Log in ID: **[refer to email]**
 - Password: **[refer to email]**
- Click **Log In**

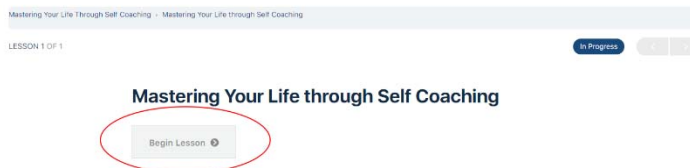


- On the Course Page, select **Mastering Your Life Through Self Coaching**

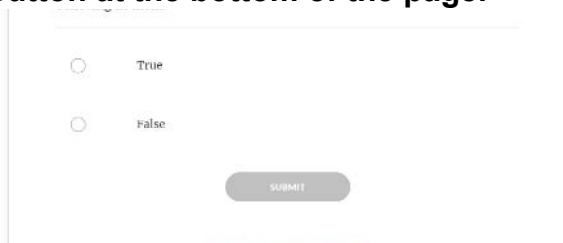
- Click **Start Course**.



- You'll land at the overview. Click the Begin Course button



- Go through and watch the videos and participate in each of the topic's content. **When you have completed all of the material, you will see an Orange Button at the bottom of the page.**



A screenshot of a quiz question interface. It features two radio button options: "True" and "False". Below the options is a grey "SUBMIT" button.

Click the Orange Continue Button to continue to the next topic.



- On the final lesson, click the "Save Progress" button to return to the course page. You can then begin taking your final, cumulative quiz.

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Click to Complete the Course and Begin Final Quiz

SAVE PROGRESS

Keep in Touch!



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Thank You!

ARE THERE TESTS OR QUIZZES?

There is a cumulative, online final quiz covering all of the material in the Course.

YOU MENTIONED A FINAL QUIZ?

The cost for taking the final quiz is included in the course price.

This final exam is:

- Completed within 60 minutes
- 17 questions long
- Format: Multiple Choice, True/False, Select All that Apply
- Final exam questions are drawn from all the lessons taught throughout the course.
- You must score at least 80% to receive a certificate of completion. You can retake the exam if you do not score at least 80%.

CAN I START AND STOP A TOPIC WITHIN A LESSON?

Yes – as long as you get to the bottom of a lesson and click the “Continue” button, the system will retain your progress.

CAN I GO BACK AND REVIEW?

Yes. Once you've completed a lesson (or topic) you can always go back and review. In fact, we encourage it. 😊

HOW DO I RECEIVE MY CERTIFICATE?

Once you have completed all of the lessons in the program and passed the final exam, you will be provided access to the certificate.

QUESTIONS?

If you have any additional questions, please do not hesitate to contact support at support@justiceclearinghouse.zohodesk.com.