



LOTTERY TRAINING AT YOUR FINGERTIPS!

LottoLearn is an online program for lottery retailers

- Courses offered through LottoLearn cover the same material you would learn in a classroom setting
- Training for new employees
- Refresher training for existing staff
- Available anytime, anywhere
- Convenient alternative to classroom training
- It's free!



System requirements

If you don't have the latest browser or programs, they are free and easy to install:

- Internet Explorer 11 or later
- Firefox 36 or later
- Chrome 40 or later
- Safari 7 or later

IMPORTANT: Browsers not listed above may not display content correctly.

- Adobe Acrobat Reader
- If you are using an iPad, you will also need to download the free app called Articulate Mobile Player.

It is highly recommended that you have a sound card and speakers as well as access to high speed internet. Access to a printer is also required to print your certificate upon completion of the course and exam.

Store managers and owners only take the Advanced Course. All others take the Basic Course. You may also be instructed to take the Compliance Module.

Sign up to get started

1. Go to **lottolearn.ca** and select your region on the map.
2. Select “sign up”, and enter your personal email, legal name and create a password. Then enter your store SYSID.
3. A confirmation email will be sent to the email address you provide. You will need to click on the link in that email to verify your account.
4. After you have verified your email, select the *Courses* tab and add the appropriate course to your Learning Plan. Then go to *My Learning Plan* click *Details* then *Activate*, then *Launch* to start each module.

Work at your own pace

You can work at your own pace to complete each module. Sign off whenever you need to. When you sign back in, you'll start up right where you left off.

The length of time to go through the course will vary but on average, a time commitment of 2 to 3 hours is required for completion.

We suggest taking no more than two or three days to complete the entire course. However, it must be finished within 30 days or you will have to start over.

Take the exam

After you have completed the modules, you will have three attempts to pass the exam. If you do not pass after three tries, you will be required to take the entire course over again.

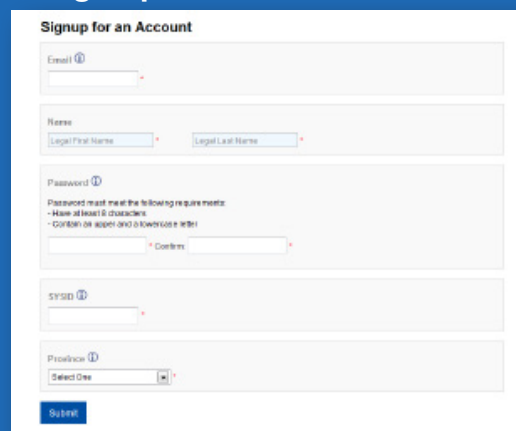
Get your certificate

Once you have passed the exam, you will be issued your Lottery Training Certificate (wall and wallet size) that can be printed or kept on file at the store location.

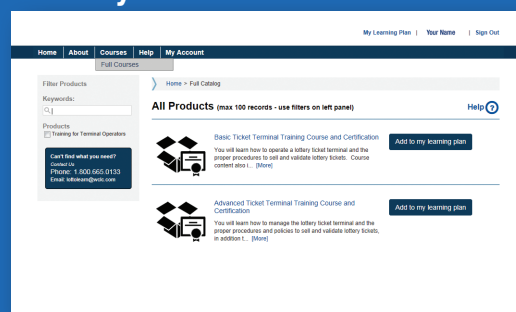
Questions?

Call **1-800-665-0133** during regular business hours or email **lottolearn@wclc.com**.

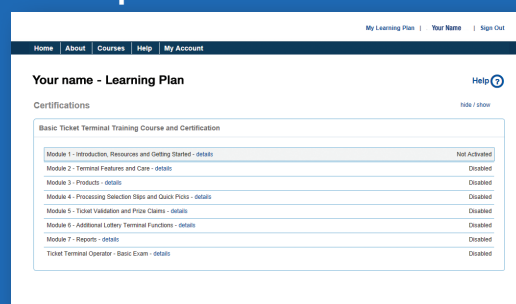
1. Sign up



2. Add your course



3. Complete each module



Module	Status
Module 1 - Introduction, Resources and Getting Started - details	Not Activated
Module 2 - Terminal Features and Care - details	Disabled
Module 3 - Products - details	Disabled
Module 4 - Processing Selection Files and Quick Pick - details	Disabled
Module 5 - Ticket Validation and Prize Claims - details	Disabled
Module 6 - Additional Lottery Terminal Functions - details	Disabled
Module 7 - Reports - details	Disabled
Ticket Terminal Operator - Basic Exam - details	Disabled

4. Finish and get your certificate

