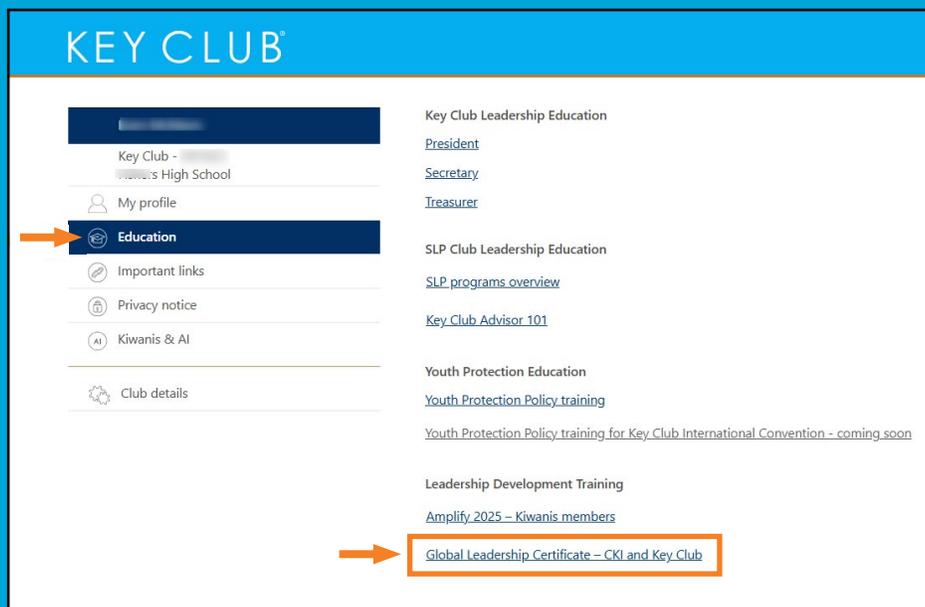


# GLOBAL LEADERSHIP CERTIFICATE COURSE ACCESS INSTRUCTIONS

- 1 Make sure the club's dues have been paid and that your name and email address appear on your club roster — all of which are required to access Kiwanis Engage, our online membership platform.
- 2 Sign into [Kiwanis Engage](#). If you do not know your Kiwanis Engage password and need to create a new one, click "Forgot Password?" and create a new password. If you know your password and have signed into Kiwanis Engage, please go to step 3.
- 3 **Be sure to use the same personal email address that is listed in your club's roster. Ask your Key Club faculty advisor if you don't know what email address was used.**
- 4 Once you're logged into Kiwanis Engage, click "Education" on the left. Then under Leadership Development Training, click the hyperlink "Global Leadership Certificate - CKI and Key Club."



- 5 Under the Dashboard's Featured Courses, click on the orange Launch Program button. A new web browser will open with the full list of courses.
- 6 Begin taking the courses!

Here is a suggested order to complete the Global Leadership Certificate courses for [Key Club](#). If you have technical questions, please submit a helpdesk form via [Global Leadership Certificate Key Club International](#).

