

Getting started with your MTA Online subscription package

- 1) Visit <https://learn.michigantownships.org/> and click the “Log-in” button.
- 2) Enter your email address and password and click “Log in”.

Your login for this site is the same email address and password used for MTA member website access. If you navigate here from our member website pages you may already be logged in.

- 3) Select “MY WEBCASTS” in the navigation bar to see the courses included in your package.
- 4) Click on the title of the webcast you wish to view.

From here you can:

- a. Select the “HANDOUTS” tab to download the presentation and other materials.
 - b. Learn more about the class content or speaker(s) on the “OVERVIEW” or “SPEAKERS” tabs.
 - c. Identify related MTA publications to continue the learning under the “RESOURCES” tab.
- 5) When you are ready to begin, click on the “CONTENTS” tab, select the segment you wish to start, then click the green “View Recording” button to watch the video.



Troubleshooting Technology Tips

- Due to July 2020 upgrades, you may be required to reset your MTA member website password. Refer to the email MTA provided with your unique first-time login link, or email database@michigantownships.org to have the link re-sent.
- The Safari and Chrome internet browsers do not support playback for these webcasts; please use an up-to-date version of Internet Explorer, Edge or Mozilla Firefox for best results.
 - Firefox may also require you to "allow" video and audio to play before you will be able to view; for additional Firefox support [click here](#).
- Before you view your webcasts, we recommend you run a system test to ensure the appropriate software is installed *on the computer you will use to play the webcast*. To run the test, [click here](#).
- Visit our [Getting Started](#) page for more helpful tips, or see more commonly asked questions on our [FAQs](#) page.

Adding New Users

Your subscription includes access not only for elected officials, but also for deputies, members of boards and commissions, township staff and even volunteers! To see your township roster or add users submit your request to education@michigantownships.org. When adding users be sure to include name, title and email addresses. Users must have their own unique email address that is not shared with another user.

Questions?

As always, we encourage you to reach out should you have any questions, concerns or suggestions, either now or further along your learning journey! Contact us by phone at (517) 321-6467 or send us an email at education@michigantownships.org.