

How to Link Your Checkpoint and Checkpoint Learning Accounts

Before you can log in to Checkpoint from Checkpoint Learning for the first time, you must establish your single sign on link. You can create the link from inside either application.

Create Single Sign On Link From Checkpoint

1. In Checkpoint, select **Options** from the toolbar menu.
The **Options** window appears.
2. Click **Single Sign On** from the left navigation pane.
The **Single Sign On** window appears.
3. Click the **Establish** link to the right of the **Checkpoint Learning** application.
The **Establish** link changes to a **Reset** link.
Now you are set up and ready to log in to Checkpoint from Checkpoint Learning.

Note: If you ever have connection problems and need to reset the link, you can click **Reset** link.