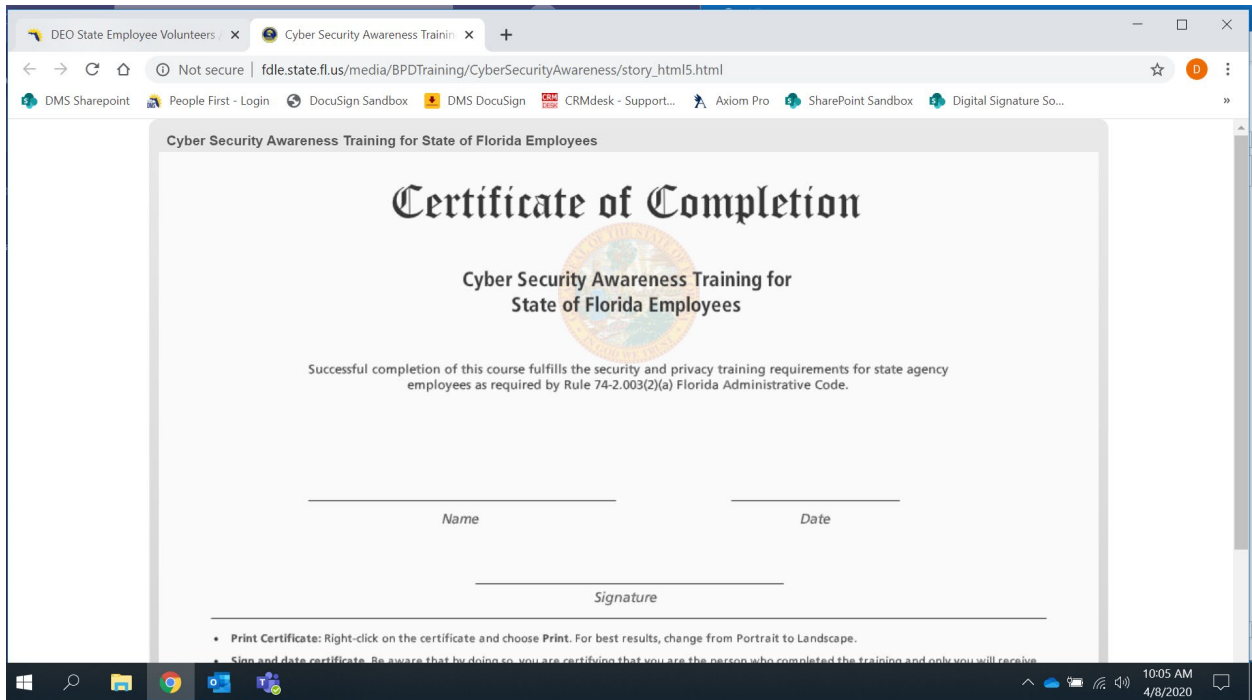
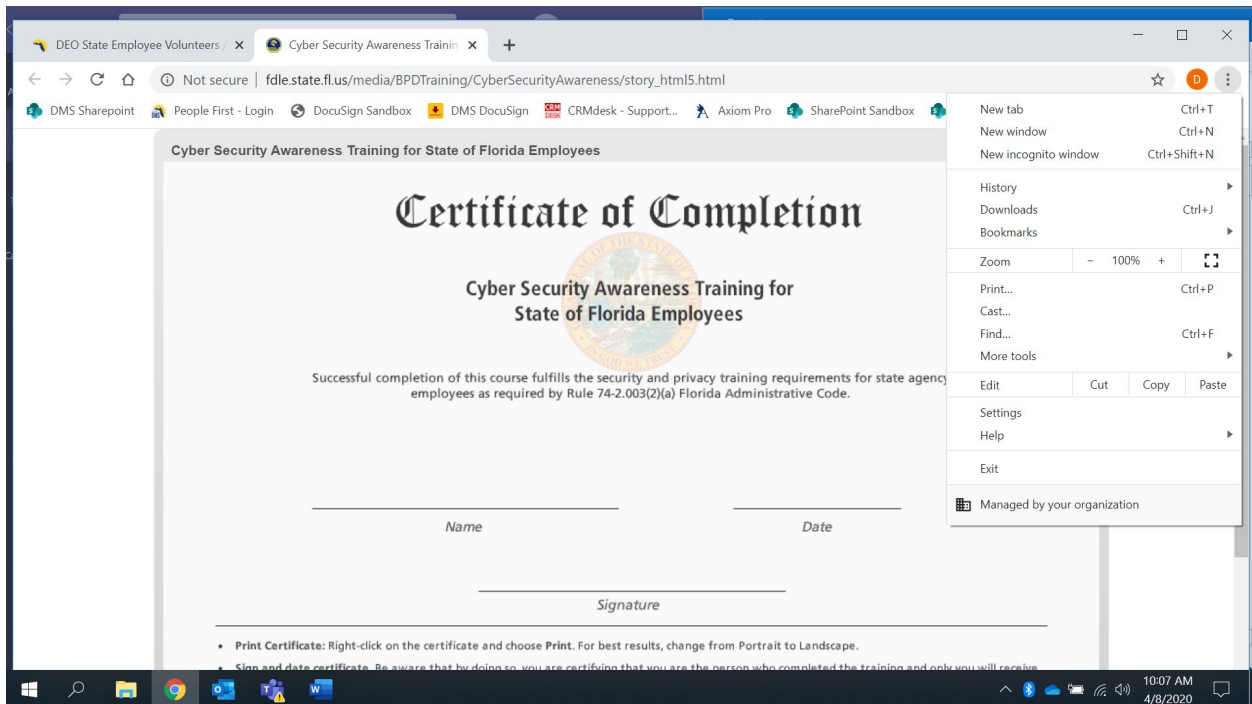


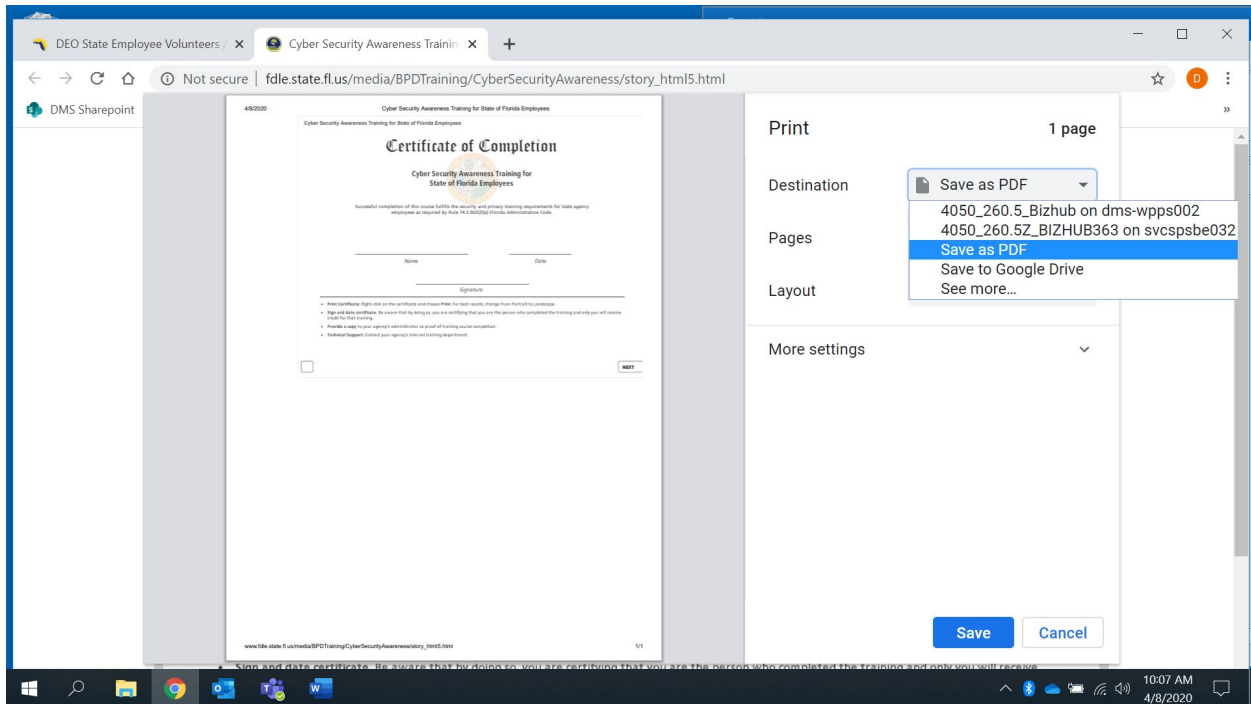
Once the Cyber Security Training is complete, a Certificate of Completion will be displayed.



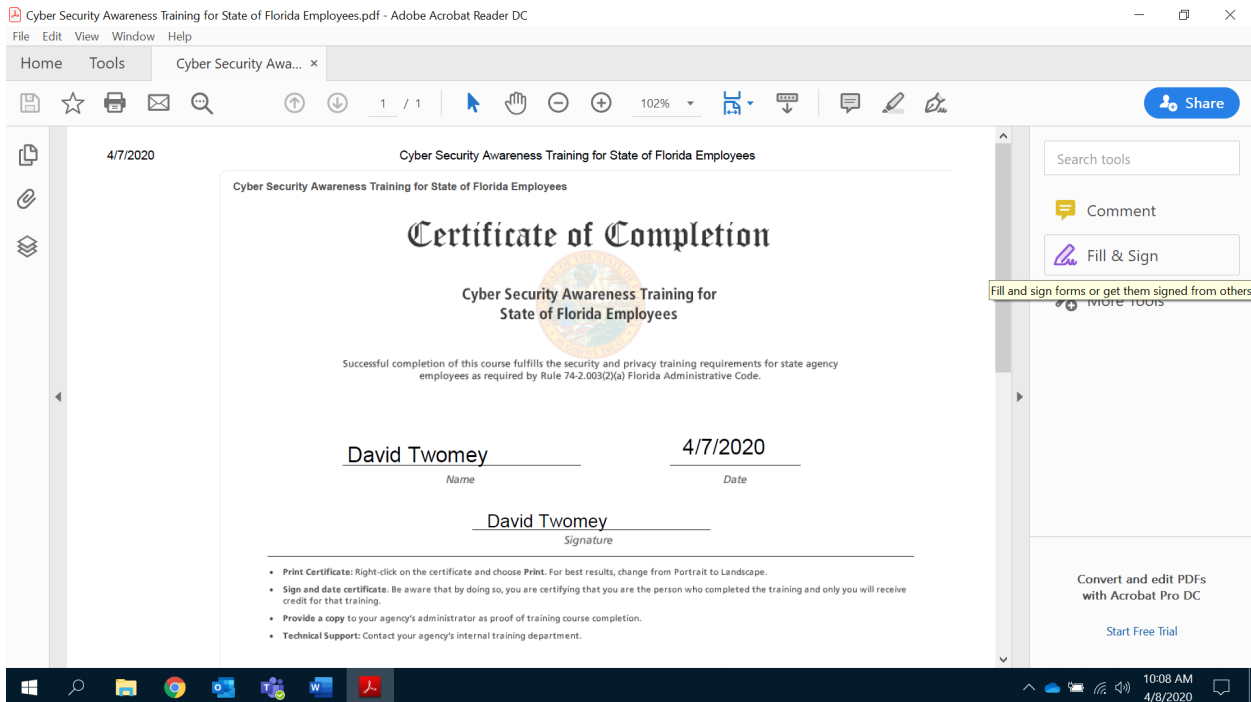
From the three dot context menu in the upper right hand corner, select "Print"



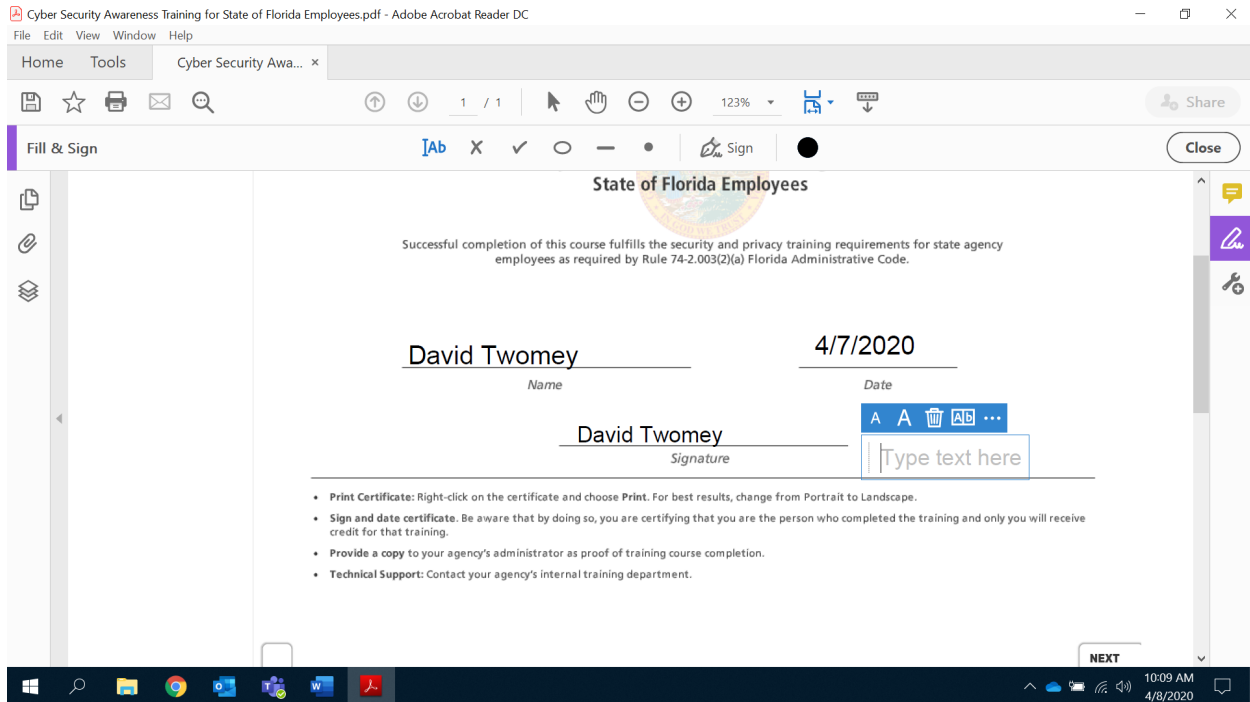
When the Print dialogue displays, access the dropdown menu from “Destination” and select “Save as PDF”



Once you have saved the certificate as a PDF open it in Acrobat Reader and select “Fill & Sign” from the Tools menu



The mouse pointer will change to the “Ab” pointer indicating that signing is enabled. Click this mouse cursor where you want to enter text.



When you Save the newly signed PDF, ensure that the Save dialogue is pointing to the same location that you opened the PDF from. Sometimes the Save dialogue will point to some other location so be sure to change it to where the original PDF was opened from. After you select Save, confirm that you want overwrite the original.