Course Completion Troubleshooting

The final completion criteria for AMT courses are the generation of the completion certificate. There are times when this may not automatically generate causing a course to stay as “In Progress.” This process applies to our STEP, Webinars, and select Online CE courses.

Directions to complete course.

1. Open the course page from the user Dashboard

2. Review the course activities to see if any are missing the green or blue check mark. A missing check mark will indicate that an activity is not complete. If there is no check mark select the activity that corresponds with the empty check box.
3. The activity should be complete and a corresponding check mark will appear. Note: If no check mark appears please refresh the web browser page.

If you have followed these instructions and the course remains as “In Progress” please check to see if the course is a video course. These courses will have additional steps for successful completion. The documentation will be found within the course.