

AGENT DEVELOPMENT PROGRAM

NORTH CAROLINA Quick Start Guide



How to Log In

[Step-by-Step Instructions with Thumbnails](#)

[Instructional Video](#)

1. Go to <https://learning.iianc.com/>
2. Click on Sign In
3. Click on IIANC Sign In
4. Enter your Username
5. Enter your Password
6. Click on Sign in
7. Select the Access My Team Page button
8. Scroll down to see tiles for the category of courses available.
9. Scroll down further to access Courses your Agency has assigned to you.

How to Add Users (For Team Managers)

[Step-by-Step Instructions with Thumbnails](#)

[Instructional Video](#)

1. Log in to your learning center at <https://learning.iianc.com/>
2. Hover over your name in the top right and click on the name of your agency
3. Click on your team's name next to the wrench in the top left to take you to the Team Manager's view
4. You'll notice a message that says, "Team members synced via SSO." This tells us that agents at your agency or branch will automatically get added to your team when they log into their Learning Center.
5. No additional action is needed by the Team Manager.

How to Search for Courses

[Step-by-Step Instructions with Thumbnails](#)

[Instructional Video](#)

1. Go to <https://learning.iianc.com/> and Sign In
2. Hover over Education in the main navigation and click on FIND A COURSE
3. Select the View Courses and Enroll button beneath the header, “Part of the Agent Development Program?” to access Agent Development Program offerings only available to agencies participating in this member benefit
4. Search for a course using keywords, or filter your search by CE Hours or Category

How to Enroll in Courses

Courses are self-paced, and you may exit a course and resume it at any time.

[Step-by-Step Instructions with Thumbnails](#)

[Instructional Video](#)

1. Go to <https://learning.iianc.com/> and Sign In
2. Hover over Education in the main navigation and click on FIND A COURSE
3. Select the View Courses and Enroll button beneath the header, “Part of the Agent Development Program?” to access Agent Development Program offerings only available to agencies participating in this member benefit
4. Search for a course using keywords, or filter your search by CE Hours or Category
5. Choose a course and click on its View Course button
6. Click the Register Online button
7. Complete the registration process by following the prompts