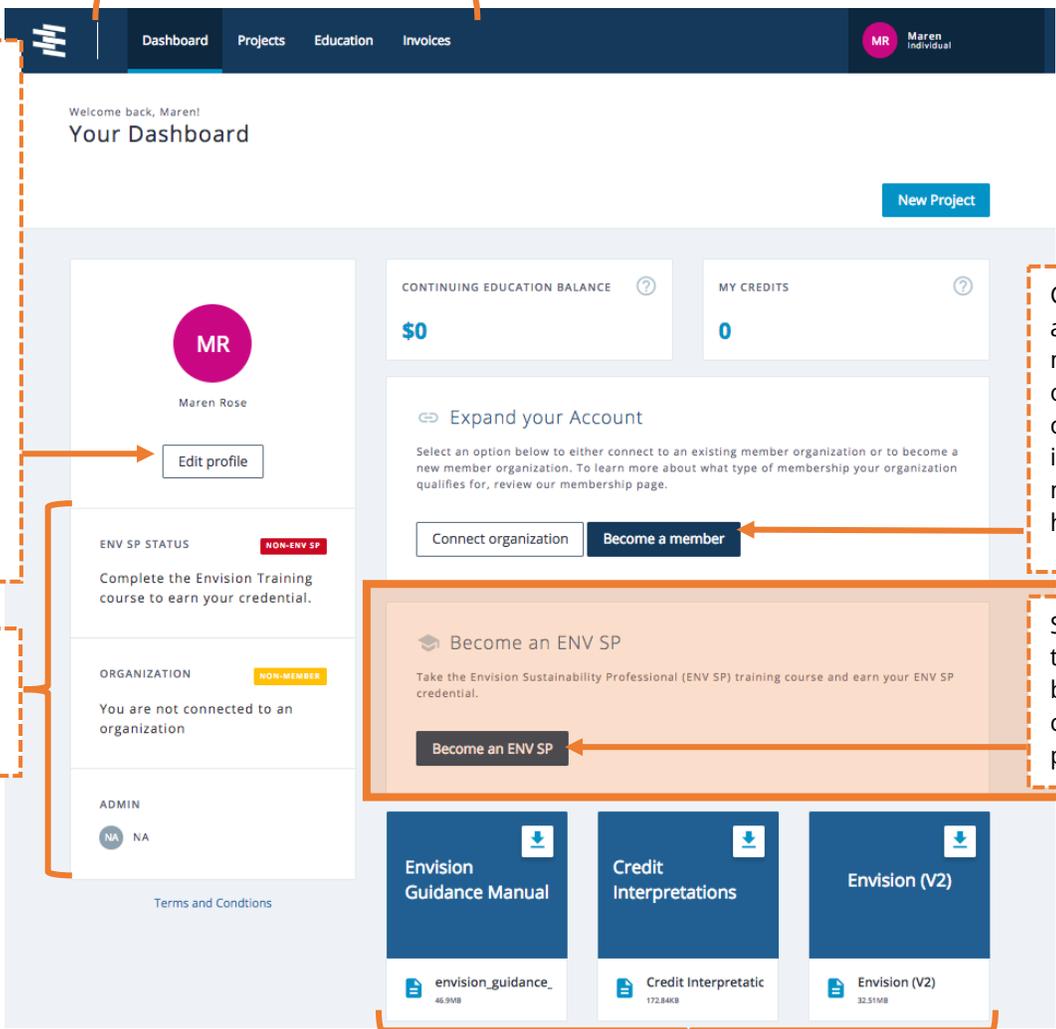# BECOME AN ENV SP

Online Tutorial

Congratulations on your decision to pursue your ENV SP credential! You'll find everything you need to get started in your ISI account.

Navigating Your ISI Account Dashboard

Use the top tool bar to navigate to your projects, education, or invoices.

Click "Edit Profile" to add or change information to your account, sign up for the ISI newsletter, or add yourself to the ISI Directory of ENV SPs (for active ENV SPs only).

Account Status Summary

Connect to an ISI member organization or join as an individual member here.

Start your training to become a credentialed professional.

Document access includes the Envision Guidance Manual.
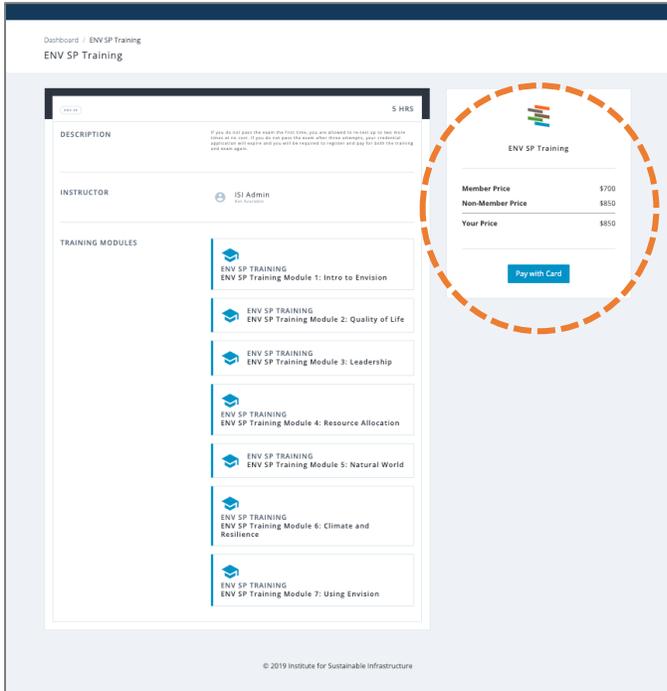
After clicking the blue "Become an ENV SP" button from your account Dashboard, you will be taken to the ENV SP Training course page where you will be able to purchase the course and exam.
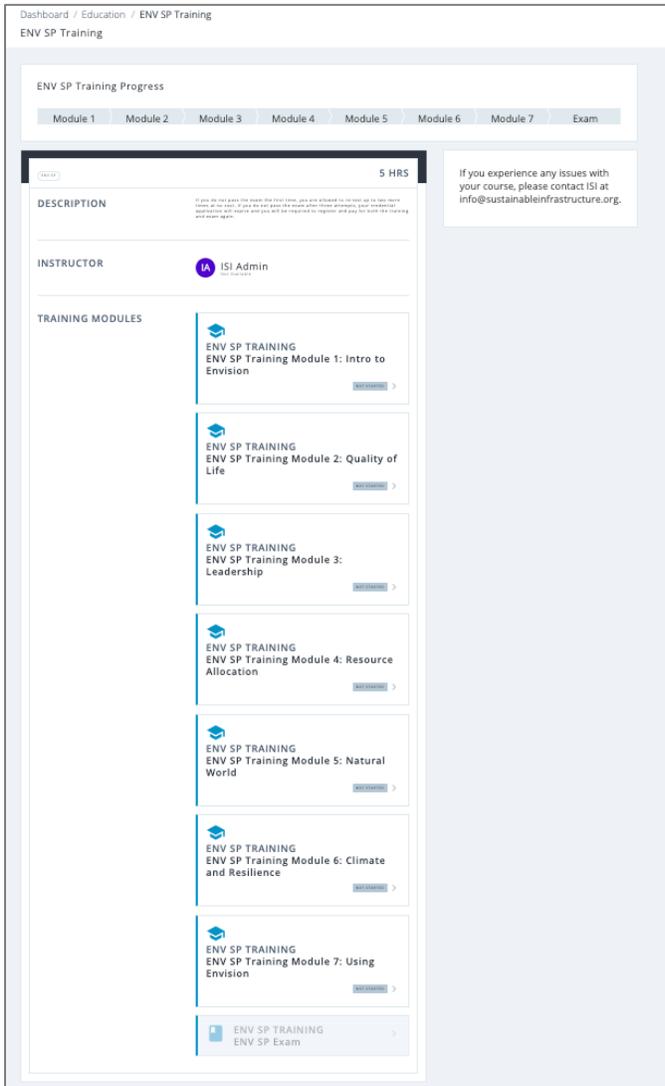
From the ENV SP Training course page, review your pricing and click the blue button labeled "pay with card". Any member discounts or credits will show up here. If you are not seeing the pricing you expected, please check your account membership or affiliation with your employer. The option to connect with an organization is available at any time from your account Dashboard.
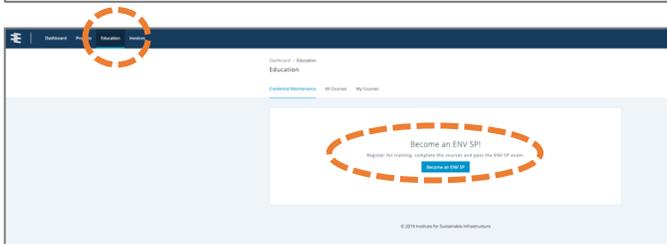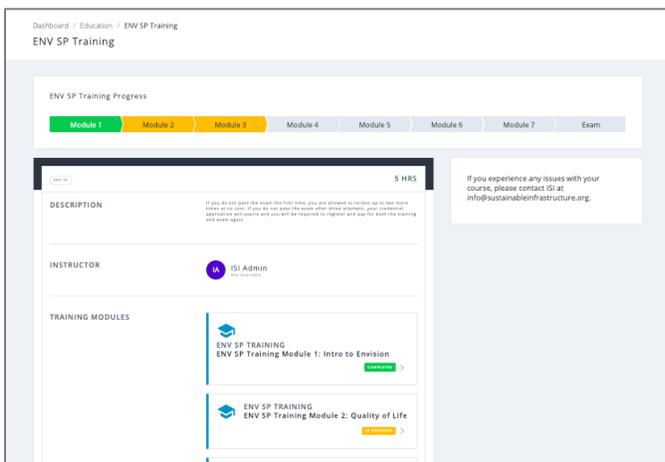
You can also access the ENV SP Training course page by navigating to your "Education" page in the top navy-blue menu bar.
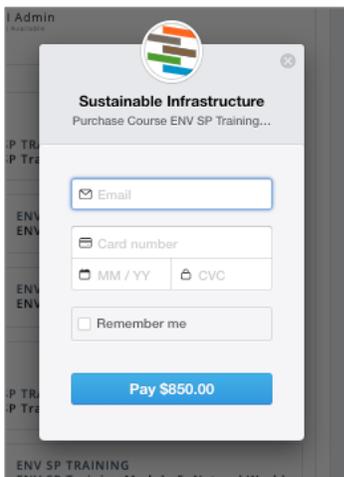
Submit payment via the third-party vendor Stripe, pop-up payment portal.

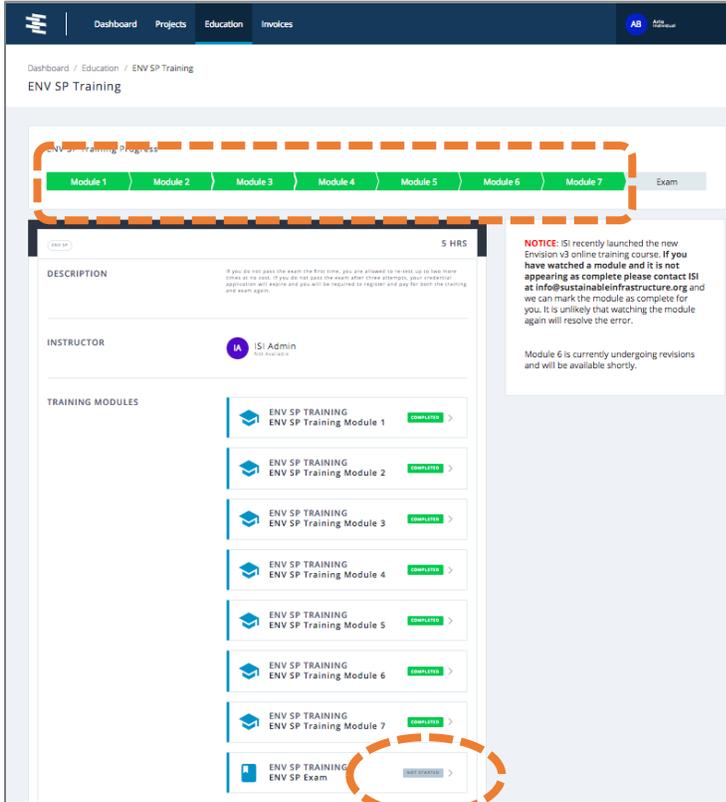Institute for Sustainable Infrastructure

Once you have submitted payment, your ENV SP Training course page will show the seven available course modules, and you may begin at any time!

Progress and completion of each module is tracked on the ENV SP Training course page.

Taking the Exam Online

Once you have completed all seven of the online course modules, you will have access to the ENV SP exam.

Click the bottom module in the list of Training Modules labeled "ENV SP Exam". This will not start your exam


When you are ready to take the exam, click the blue button labeled "Start Exam".
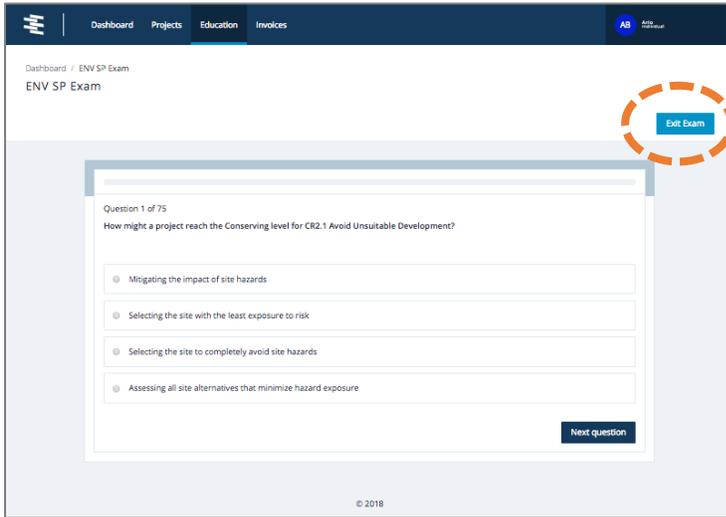
The exam consists of 75 multiple choice questions based on the Envision guidance manual. Use the guidance manual during the exam. You need to get 75% of the questions correct in order to pass.

You have a 72-hour window to complete the exam. You are welcome to log on and off during that time.

If you need to exit the exam prior to completing the exam, click the blue button labeled "Exit Exam". The system will auto-save your progress.
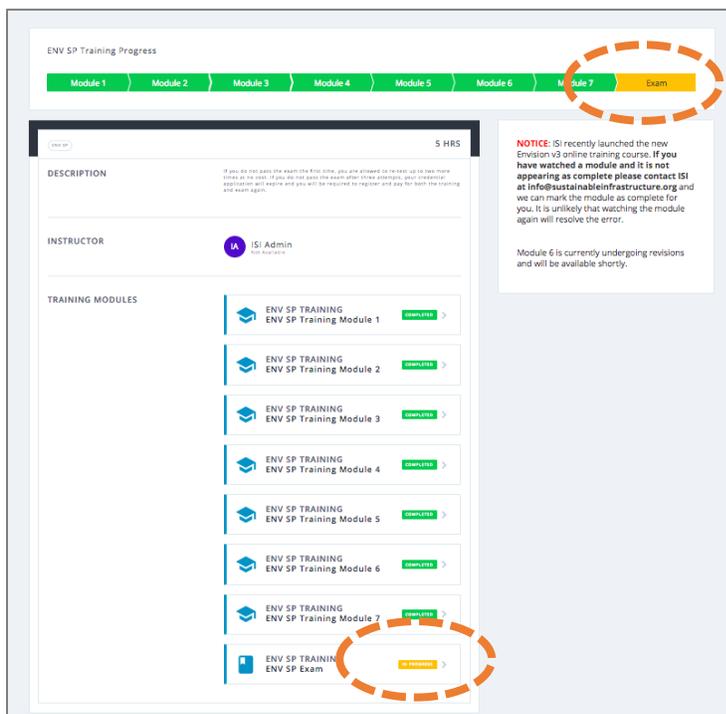
When you return to your Training Modules, your exam will be marked "In Progress" and highlighted in yellow.

Re-enter the exam by clicking the last module. This will show you your progress, the amount of time remaining for the current exam, and how many attempts are remaining. Click the blue "Resume Exam" button to re-enter the exam (this will not re-start your exam, rather it will allow you to pick up where you'd previously paused).

Upon completion, the exam is scored automatically and your pass/fail results are returned immediately.

Correct answers to specific questions are not visible; however, you may see how you scored in each category.

If you don't pass, you are able to take the exam up to two more times at no charge.

If you pass, you will be able to download your credential certificate at any time through your account Dashboard.