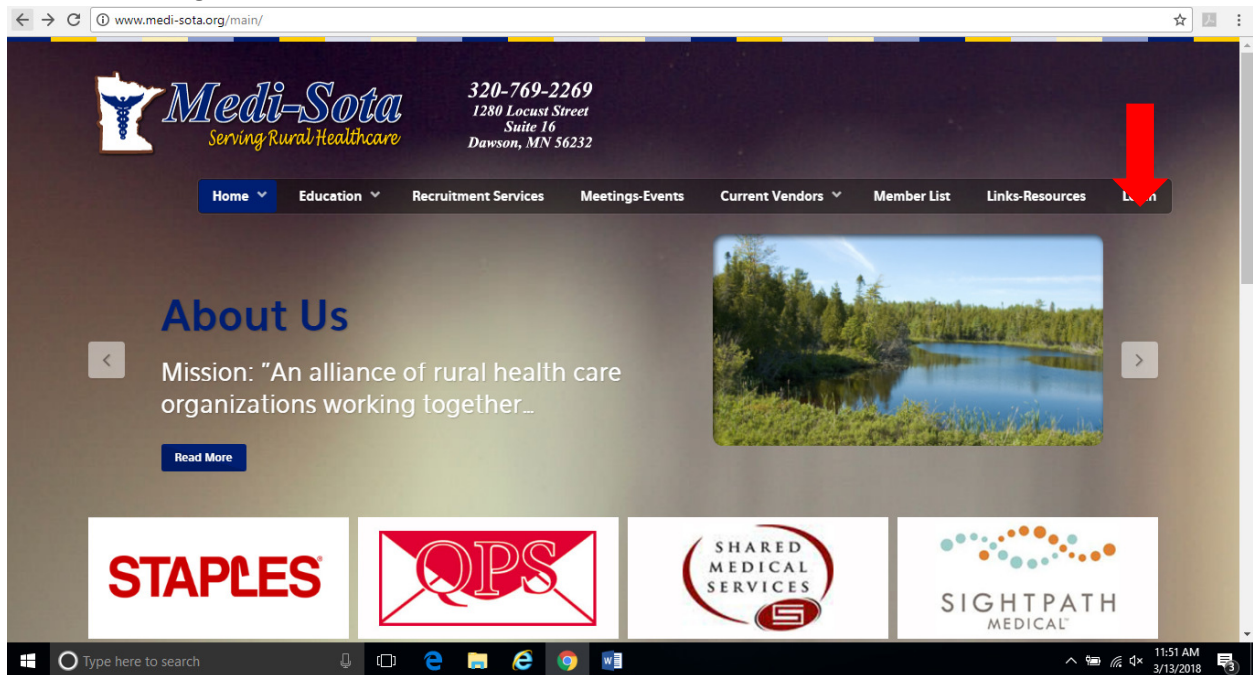


How to Access the Medi-Sota Video Library

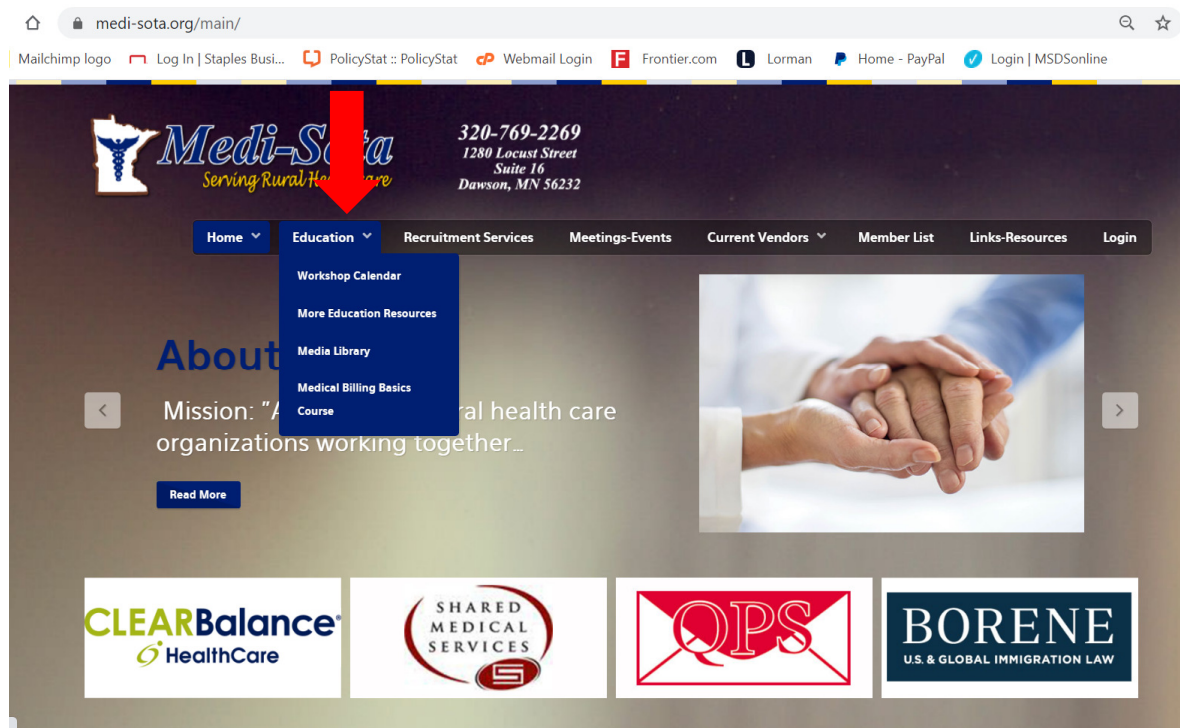
1. Go to the Medi-Sota website: www.medi-sota.org
2. Click on the "Login" tab.



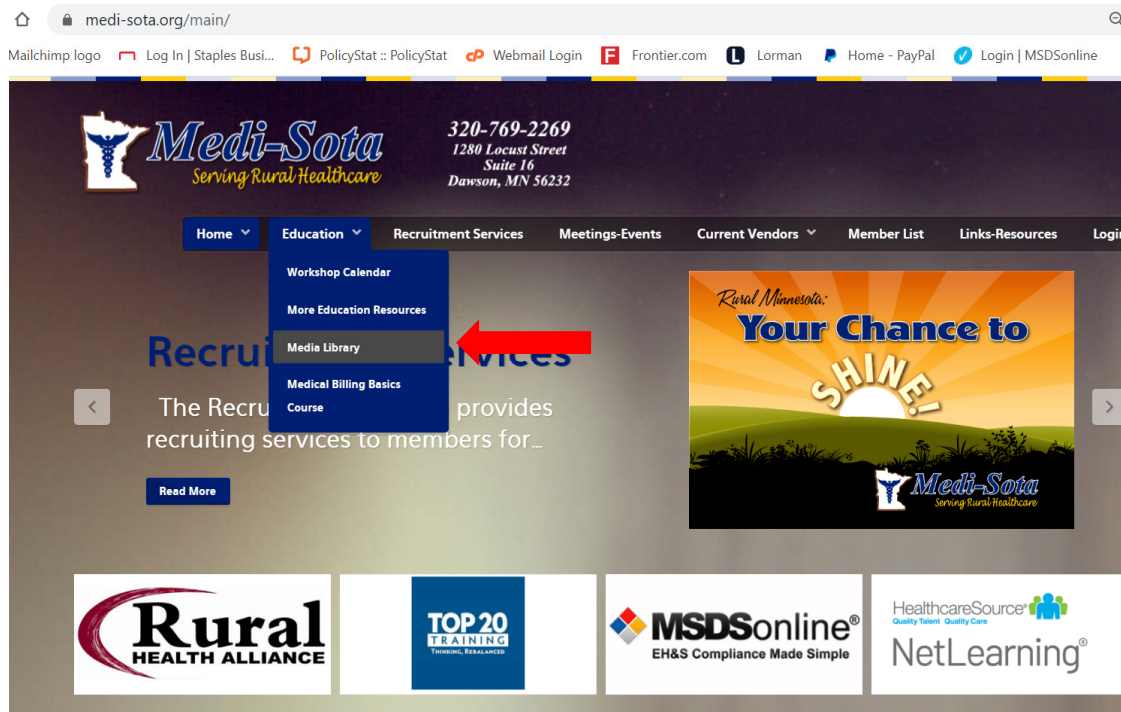
3. From there you will be brought to the user name and password page. Enter your user name and password. If you are not sure what your user name/password is please contact: jgearman@medi-sota.org

A screenshot of the Medi-Sota login page. The header is identical to the homepage. The main content area contains a login form with the following fields: "Username *" with a text input field, "Password *" with a password input field, and a "Remember me" checkbox. Below the form is a "Log in" button. At the bottom of the page, there is a message: "If you have username or password questions, please contact [Jennifer Gearman](mailto:jgearman@medi-sota.org)."

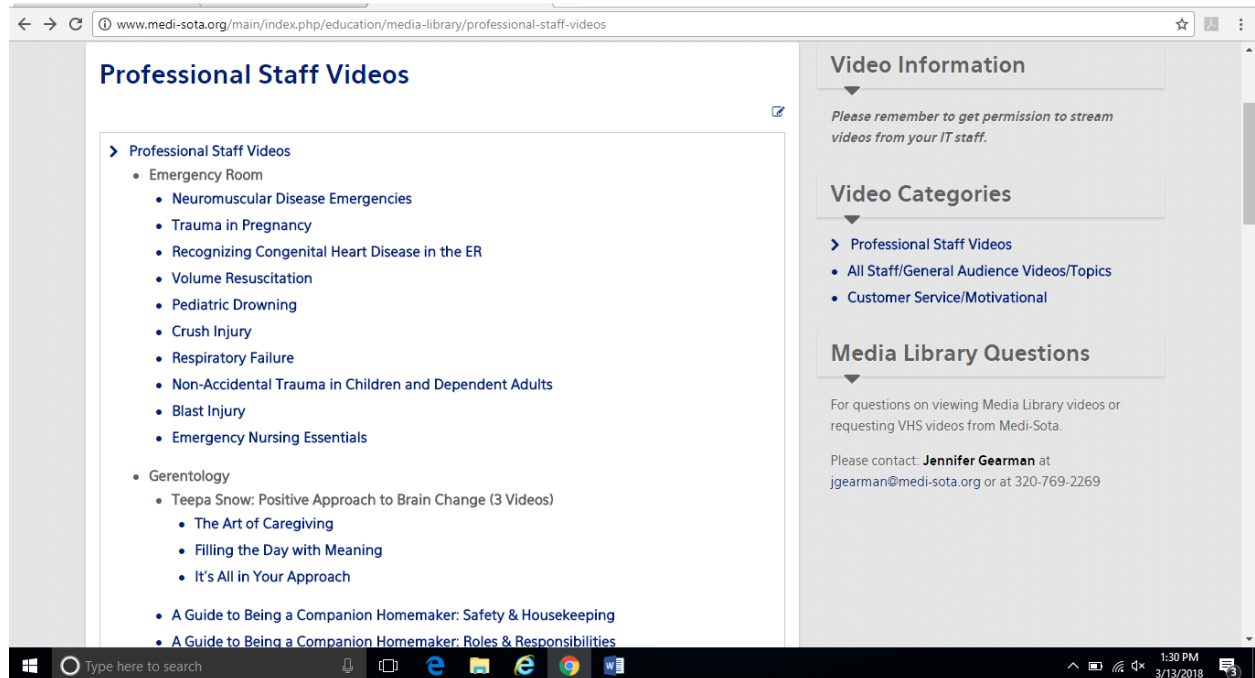
4. Scroll over the “Education” tab.



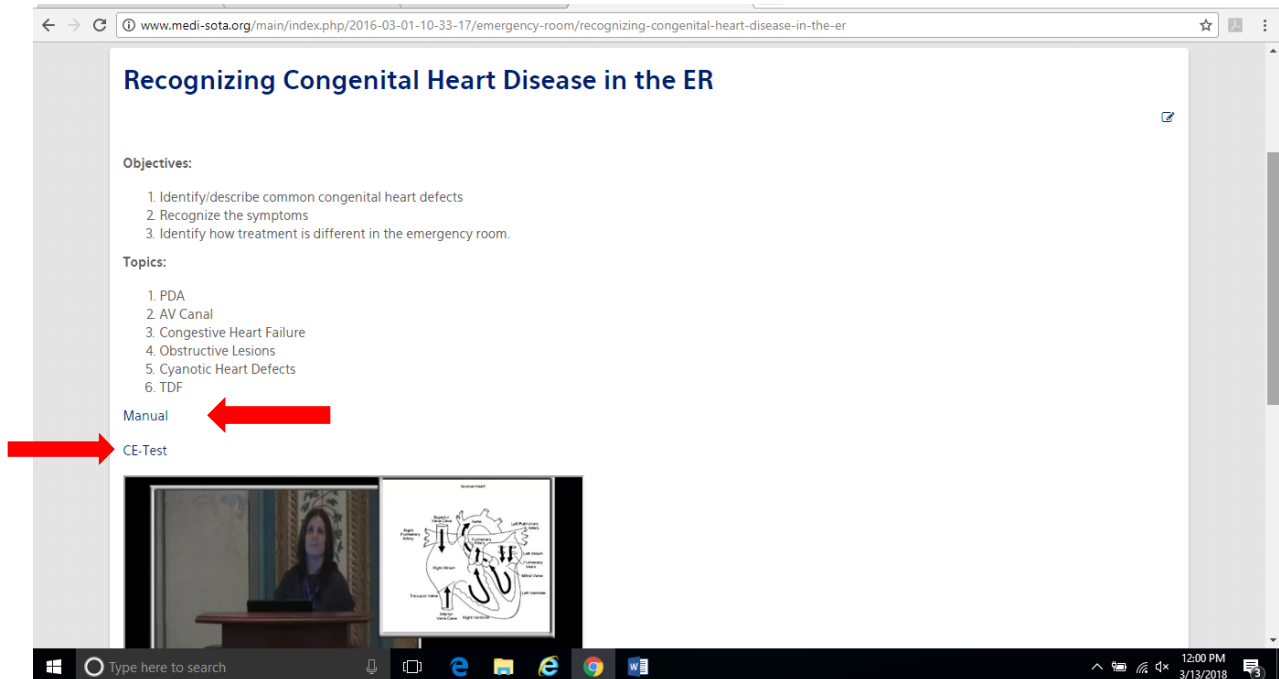
5. Click on “Media Library.”



6. You will be brought to the screen below. At this point you will see there are there 3 different viewing options:
- Professional Staff Videos
 - All Staff-General Audience Videos
 - Customer Service/Motivational Videos
7. Please take a moment to explore videos from each category. The “Professional Staff” videos are broken down per ancillary department.



8. Please note that many videos have handouts and/or a competency test or evaluation.



You are welcome to view these videos as many times as you would like. In addition, feel free to use these videos for any staff meetings or in-services. Please contact Jen Johnson at education@medi-sota.org if you have a specific video or area of content that you would like added to the library or if you have any questions regarding the Medi-Sota Education Program. Thank you