

1. Visit <https://indianafi.elements.org>
2. Click on "Register"

The screenshot shows a web browser window with the address bar displaying <https://indianafi.elements.org/elements-state-of-indiana/login>. The page features the Elements Financial logo and the text "Elements Financial Education Center".

On the left side, there is a large heading "Welcome State of Indiana Employees" followed by two paragraphs of text. The first paragraph discusses financial education and the second mentions that the service is provided at no charge to all State of Indiana employees. A third paragraph notes that users should include their Vitality ID when registering for special benefits.

On the right side, there is a "Login" section with input fields for "Email" and "Password", and a "Login" button. Below this is a "Register" section with a "Register" button. The "Register" button is circled in red. There is also a "Forgot Password?" link and a "Sign up" link next to the "Register" button.

At the bottom of the page, there is a navigation menu with links for "HELP", "ABOUT EVERFI", "TERMS OF SERVICE", "PRIVACY POLICY", and "LANGUAGE". The Windows taskbar at the bottom shows the time as 9:15 AM on 8/26/2016.

3. Enter your email address and desired password.

4. Click on the box to accept the Terms of Use, then click "Create Account."

The screenshot shows a web browser window with the URL https://indianafi.elements.org/elements-state-of-indiana/registration/new_student_with_email. The page features the Elements Financial logo and the title "Elements Financial Education Center". The main content area is titled "Welcome State of Indiana Employees" and includes the following text:

Credit card bills, debt, and saving may not be top of mind for you, but the financial decisions you make today will have a long-term impact on your life. This short interactive learning experience will prepare you with the right skills to manage your financial future.

Elements is providing this financial education at no charge to all State of Indiana employees.

When you register, please include your Vitality ID to receive special benefits.

On the right side, there is a "Sign Up" section with the following elements:

- An "Email" input field.
- A "Password" input field.
- A checkbox labeled "I accept the [Terms of Use](#)".
- A red "Create Account" button.
- A link "Already a Member?" with a red "Sign In" button.

The footer contains navigation links: HELP, ABOUT EVERFI, TERMS OF SERVICE, PRIVACY POLICY, and LANGUAGE. The Windows taskbar at the bottom shows the time as 9:17 AM on 8/26/2016.

5. Complete your registration by entering your First Name, Last Name, 11 digit HumanaVitality ID Number and selecting your Agency (if your agency is not listed, please select "other.") Then click "Save."

The screenshot shows a web browser window with the URL https://indianafi.elements.org/elements-state-of-indiana/curriculum/show?enrollment_id=11263549&signup=1. The page header includes the Elements Financial logo and the text "Elements" with a settings icon. Below the header, it says "0 of 19 modules completed". The main content area features a central "Registration Information" form with the following fields: "First Name*", "Last Name*", "Human Vitality ID (11-digits)", "Current Elements Member?" (a dropdown menu with "Please Select"), and "Agency*" (a dropdown menu with "Please Select"). A yellow "SAVE" button is positioned below the form. At the bottom of the form, there are links for "Help", "About", "Terms of Service", and "Privacy Policy". The background is dimmed to show four module cards: "Savings", "Mortgages", "Considering Home Ownership", and "Checking Accounts", each with a "VIEW MODULE" button. The Windows taskbar at the bottom shows the time as 9:19 AM on 8/26/2016.

6. Select the desired learning module by clicking “View Module,” on the corresponding topic tile. Be sure to turn the volume on your device on!

The screenshot shows a web browser window with the URL <https://indianafi.elements.org/elements-state-of-indiana/curriculum/show?start=>. The page header includes the Elements Financial logo and the text "Elements" with a settings icon. Below the header, it states "0 of 19 modules completed".

The main content area displays six learning modules in a 2x3 grid:

- Savings**: Represented by an icon of a piggy bank and coins. A progress bar is partially filled. A "VIEW MODULE" button is at the bottom.
- Investments**: Represented by an icon of an hourglass and coins. A progress bar is partially filled. A "VIEW MODULE" button is at the bottom.
- Mortgages**: Represented by an icon of a house with a key. A progress bar is partially filled. A "VIEW MODULE" button is at the bottom.
- Considering Home Ownership**: Represented by an icon of a house with a "FOR SALE" sign. A progress bar is partially filled. A "VIEW MODULE" button is at the bottom.
- Overdraft**: Represented by an icon of a smartphone with a warning sign. A progress bar is partially filled. A "VIEW MODULE" button is at the bottom.
- Checking Accounts**: Represented by an icon of a checkbook and a check. A progress bar is partially filled. A "VIEW MODULE" button is at the bottom.

At the bottom of the page, there is a navigation bar with links for "Help", "About", "Terms of Service", and "Privacy Policy". The footer includes the URL www.everfi.com/legal/terms-of-service. The Windows taskbar at the very bottom shows the system tray with the date and time: "9:24 AM 8/26/2016".

7. Progress through the module by clicking the forward arrow on the right. Follow the prompts to complete each exercise. Be sure to complete all of the “Knowledge Checks.”

The screenshot shows a web browser window with the URL <https://indianafi.elements.org/elements-state-of-indiana/curriculum/show?start=#savings>. The page title is "Savings" and it features a navigation menu with links for "Introduction", "Savings Goals", "Account Types", "Start Saving", and "Summary". The main content area is titled "Savings" and includes a sub-header "This module will cover:" followed by a list of topics: "Setting Savings Goals", "Types of Savings Accounts", and "Smart Saving Habits". Below this text is a large illustration featuring a central blue safe, stacks of gold coins, a teal umbrella, a clock, a calculator, a percentage sign, a lock, a shield with a checkmark, and a debit card. Two red circles highlight navigation arrows: a left-pointing arrow on the left and a right-pointing arrow on the right. The browser's taskbar at the bottom shows icons for Internet Explorer, File Explorer, Google Chrome, and Microsoft Word, along with the system clock displaying 9:27 AM on 8/26/2016.

8. When finished with the module, look for the green check mark in the upper left corner of the module tile that you just completed.

The screenshot shows a web browser window with the URL <https://indianafi.elements.org/elements-state-of-indiana/curriculum/show?start=#>. The page header includes the "elements FINANCIAL" logo and the word "Elements" with a settings gear icon. Below the header, it says "1 of 19 modules completed". There are six module tiles arranged in a 2x3 grid:

- Savings**: Top-left corner has a green checkmark circled in red. Below the title is a "VIEW MODULE" button with a right-pointing arrow.
- Investments**: Below the title is a "VIEW MODULE" button with a right-pointing arrow.
- Mortgages**: Below the title is a "VIEW MODULE" button with a right-pointing arrow.
- Considering Home Ownership**: Below the title is a "VIEW MODULE" button with a right-pointing arrow.
- Overdraft**: Below the title is a "VIEW MODULE" button with a right-pointing arrow.
- Checking Accounts**: Below the title is a "VIEW MODULE" button with a right-pointing arrow.

At the bottom of the page, there is a navigation bar with links for "Help", "About", "Terms of Service", and "Privacy Policy". The Windows taskbar at the bottom shows the time as 9:46 AM on 8/26/2016.