



A Guide to Taking Your MNsure Course: Introduction to MN-EES

Welcome to your *Introduction to MN-EES* training! Since the style of this course is new, we're providing some instructions for you on how to get around, along with some quick tips that you may find useful.

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Quick Tips

- To pass the final assessment, you will need to achieve a score of **80%**.
 - You are required to pass the assessment in order to earn certification.
 - Review quick tips for the assessment under the [How to Complete the Course Assessment](#) subheading below.
- In the learning center, the course is divided into two separate pieces: the course and the assessment. You must complete the course before you can access the assessment.
- You can complete this course at your own pace.
- The course is made up of several lessons. If you start a lesson, you must complete it in that sitting, or you will have to start over from the beginning of that lesson.
- You can review anything in the course between lessons and before and after taking the assessment.
- Each lesson is made up of parts. Within the lesson, you can move to any part at any time via the left-hand navigation menu.
- This is an interactive course with clickable activities that may contain key information. Be sure to fully complete each activity unless it is marked as "Review" or "Optional."

- Interactive activities include images with “hotspot” buttons. Be sure to click each button to open further information.
- Each lesson concludes with an ungraded knowledge check to help you prepare for the final assessment. Complete these as many times as you like; your scores will not be recorded.
- Some activities within the lessons may also give you a score. Again, these are not counted or graded. They’re there to give you practice.
- There is no narration in the course, except for a few short videos that are included.

Explore

You can review interactions or revisit different sections within the lesson you have open at any time.

Continue

You can use either the lefthand navigation or the **Continue** button to move from one lesson part to another.

Check for Resources

Many lessons include useful downloadable guides or links you can use for ongoing reference.

Expand Images

Click on any image to enlarge it.

Interaction Required

The lessons include interactive elements that reveal important information. Look for buttons, tabs, and icons to click.

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How to Access the Course in the Learning Center

1. Once you have logged in to your learning center account, click **your learning path summary** under the “your learning program” heading.



2. On the next screen, find the course you are assigned under the “learning path” subtitle.



3. Click the small box with the plus sign (+) beside the course title to view the two separate elements of the course: the course and the assessment.

MNsured Role-Based: Introduction to MN-EES 2026-27	
Required for all assisters for certification and recertification	
MNS27AIM	INTRODUCTION TO MN-EES
MNS27AIMA	INTRODUCTION TO MN-EES ASSESSMENT

4. Click the code number for the course (**MNS2XAIM**, where “X” is the year) to go to the “Course Details” page.

INTRODUCTION TO MN-EES

Here is more information about this course:

[Continue course activities](#)

Status in course: Enrolled

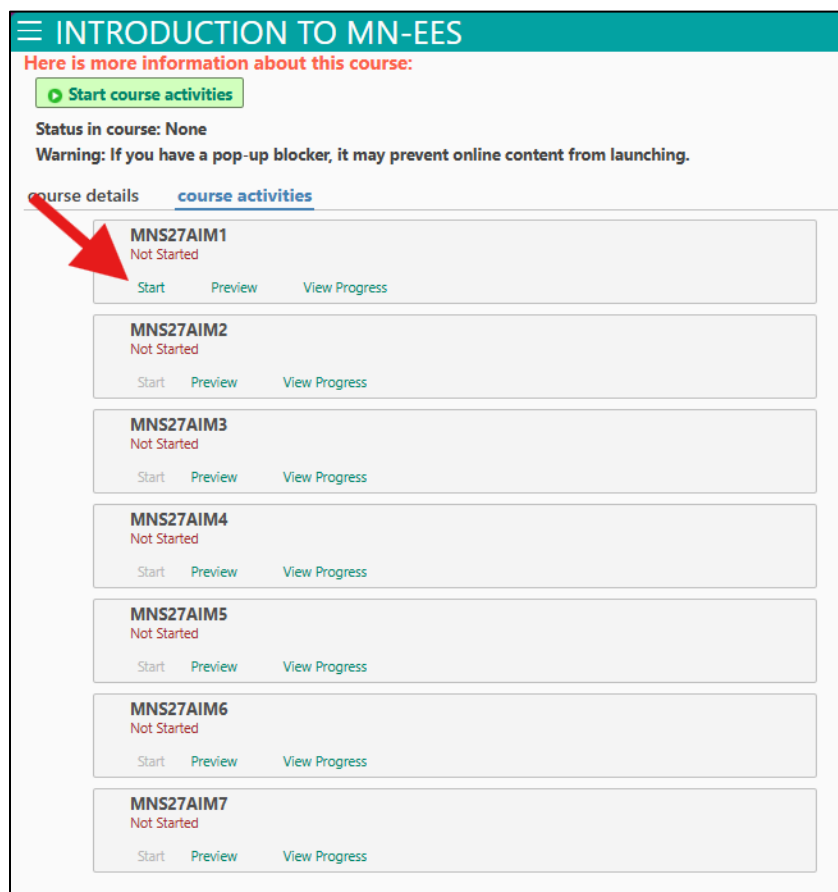
Warning: If you have a pop-up blocker, it may prevent online content from launching.

[course details](#) [course activities](#)

Activity information

Course Code	MNS27AIM
Course Description	INTRODUCTION TO MN-EES

5. Note that you start on the “course details” tab. You must click the **course activities** tab to proceed.
6. On the “course activities” tab, you will see the seven lessons of the course in separate boxes. MNS2XAIM1 is Lesson 1.



7. Click **Start** in the first box ("MNS2XAIM1") to open the first lesson of the course.
8. When you have finished each lesson, return to this Course Activities page of the learning center (image above) to begin the next, until you are finished with the course and ready to take the final assessment.
 - *Note:* Unless you have navigated away from the learning center, the Course Activities page should still be open on your device.

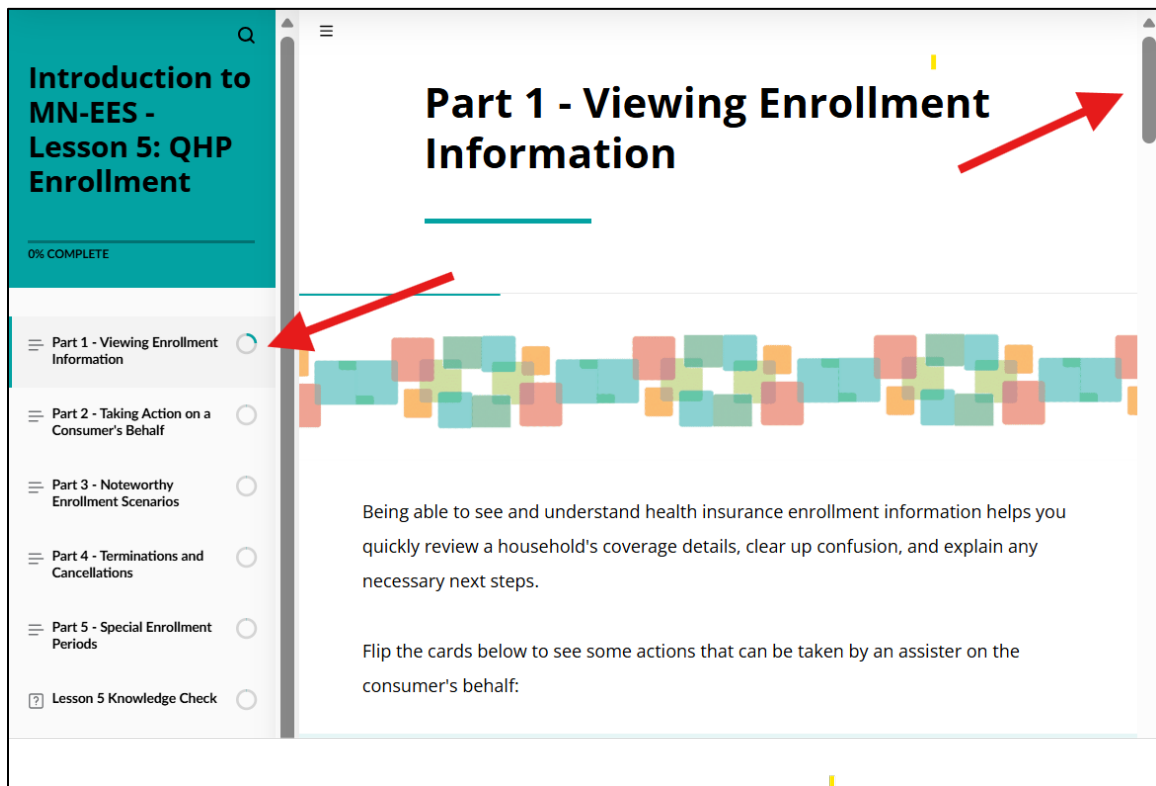
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How to Navigate in the Course

1. On the first screen of the lesson, click **Start Lesson** to open the course content.
 - *Note:* There is no narration in this course. It is self-paced.

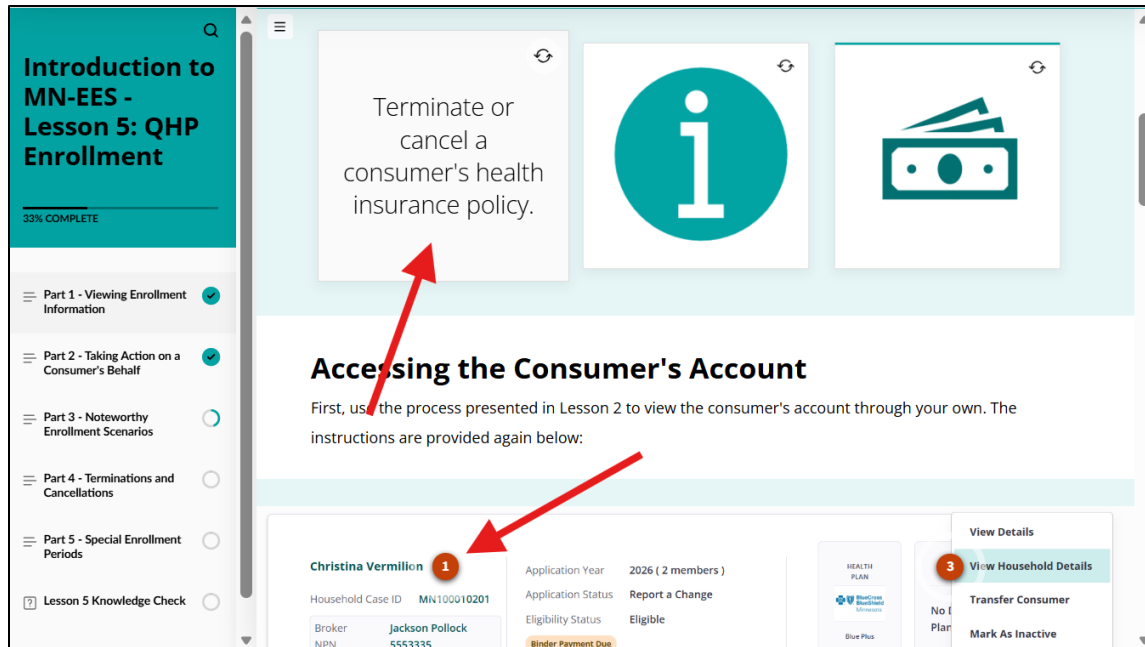


2. The lesson contains a left-hand navigation bar with a list of the parts of the course.
- You can click through the navigation bar to explore or review different parts of the course at any time.

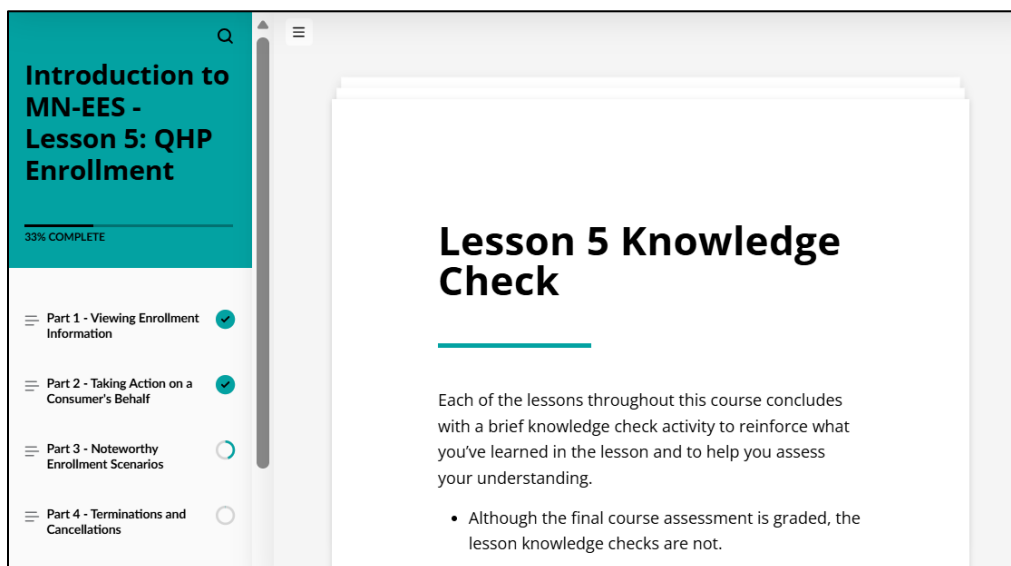


3. The content of each part of the course is arranged vertically, like a long webpage. Use the scrollbar on the right-hand side of the window to scroll down.

- There is a **Continue** button at the bottom of each lesson part that will take you to the next part.
4. Throughout the course, you will participate by clicking your mouse to open content and interact with activities. Essential information is often provided inside them. Be sure to complete each activity and open each clickable region.



5. At the end of each part of the course, there is a short, ungraded knowledge check to help you prepare for the final assessment. You can complete the knowledge checks as many times as you like.

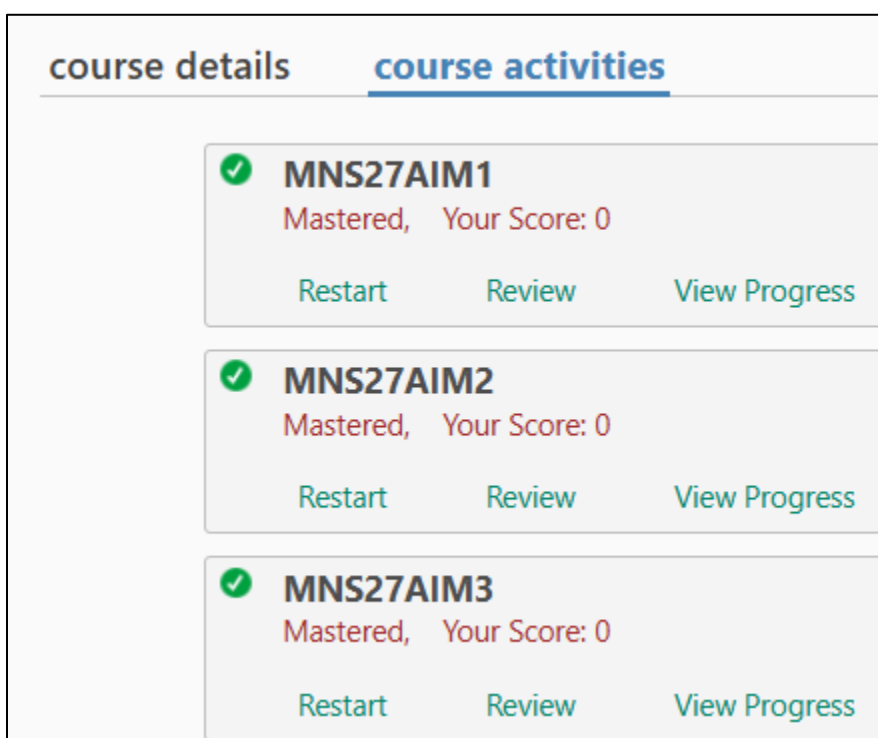


9. When you have completed each lesson knowledge check, use the **Exit Lesson** button in the upper-right corner of the results page to close the lesson and return to the learning center.



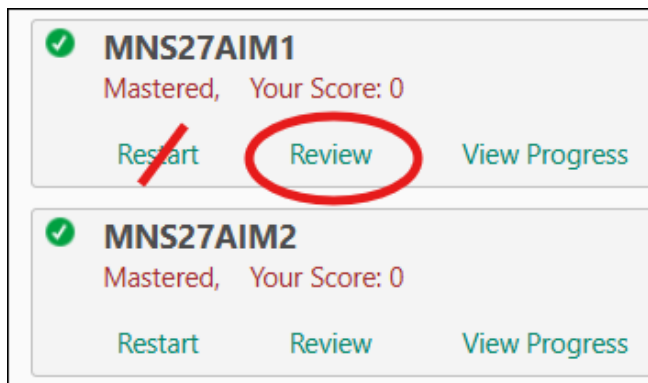
10. On the learning center screen, you will see each of the lessons you have completed marked as “Mastered.”

- *Note:* You can ignore the “Your Score: 0” listing; you are not scored on any of the lessons, just the final assessment.



11. Note the green words at the bottom of each lesson box: “Restart”, “Review”, and “View Progress.”

- *Do not* click **Restart** unless you intend to start over on a lesson. This will require you to go through the entire lesson again.
- Do click **Review** if you want to brush up on any lessons before taking the course assessment.



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How to Access the Course Assessment in the Learning Center

You will need to complete the entire course before you will have access to the assessment. To get to the assessment in the learning center, starting from the list of course lessons on the “course activities” tab:

1. First, make sure each lesson is marked “Mastered.”
 - *Note:* You can ignore the “Your Score: 0” listing; you are not scored on any of the lessons, just the final assessment.

course details

course activities

✓

MNS27AIM1

Mastered, Your Score: 0

Restart

Review

View Progress

✓

MNS27AIM2

Mastered, Your Score: 0

Restart

Review

View Progress

✓

MNS27AIM3

Mastered, Your Score: 0

Restart

Review

View Progress

✓

MNS27AIM4

Mastered, Your Score: 0

Restart

Review

View Progress

✓

MNS27AIM5

Mastered, Your Score: 0

Restart

Review

View Progress

✓

MNS27AIM6

Mastered, Your Score: 0

Restart

Review

View Progress

✓

MNS27AIM7

Mastered, Your Score: 0

Restart

Review

View Progress

- Click the “hamburger” button (three horizontal lines) beside the course title at the upper-right of the page (below the MNsure logo) to open a dropdown menu.

≡

INTRODUCTION TO MN-EES

Here is more information about this course:

status in course: Finished

Warning: If you have a pop-up blocker, it may prevent online content from launching.

course details

course activities

✓

MNS27AIM1

Mastered, Your Score: 0

Restart

Review

View Progress

✓

MNS27AIM2

Mastered, Your Score: 0

Restart

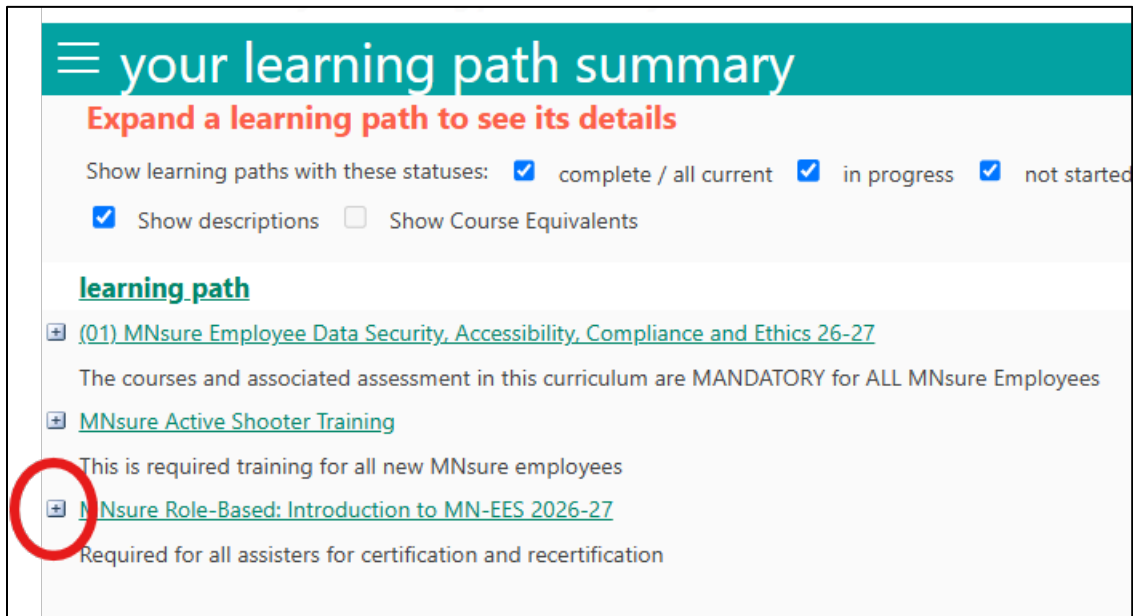
Review

View Progress

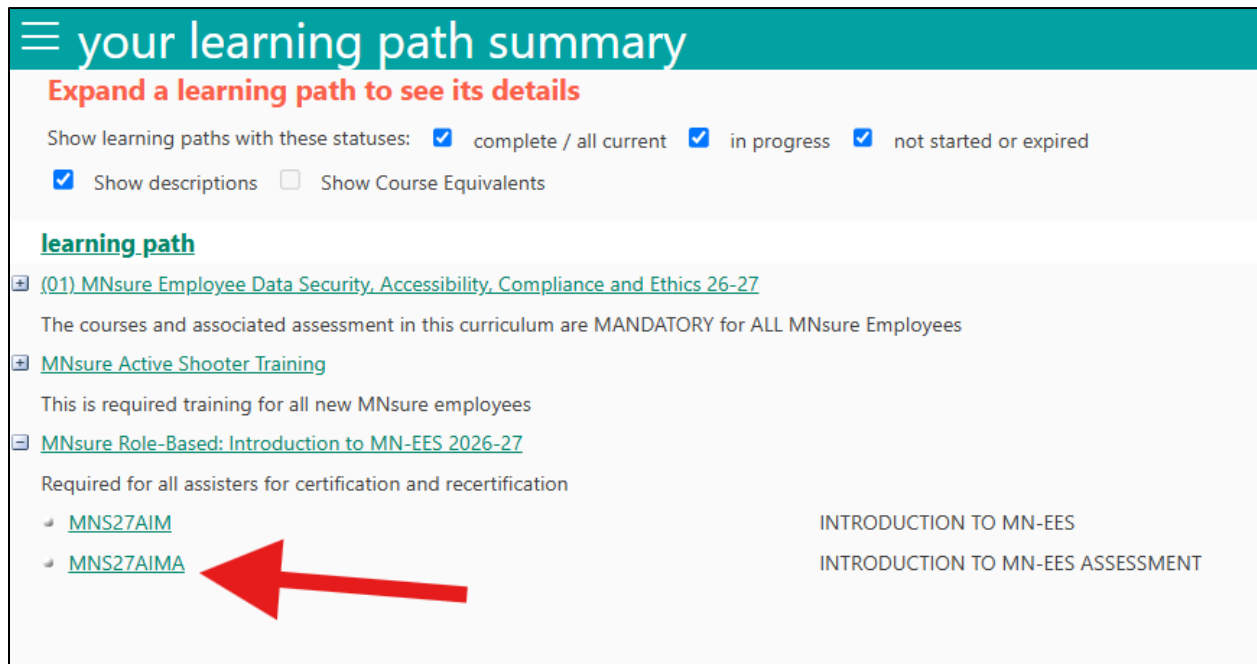
✓

MNS27AIM3

3. From the dropdown menu, choose the **your learning path summary** link.
4. Under “learning path”, find and click the small box with the plus mark (+) beside the title of the course (“MNsure Role-Based: Introduction to MN-EES”) to open the submenu.



5. Click the code for the Introduction to MN-EES Assessment, **MNS2XAIMA** (where “X” is the year).



6. On the “course details” page, you must click the **course activities** tab.



☰ INTRODUCTION TO MN-EES ASSESSMENT

Here is more information about this course:

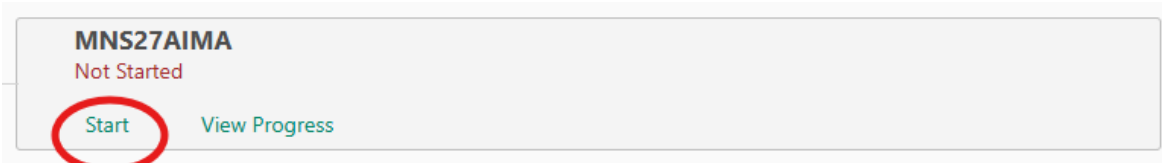
[Continue course activities](#)

Status in course: Enrolled

Warning: If you have a pop-up blocker, it may prevent online content from launching.

[course details](#) [course activities](#)

7. Click **Start** under the assessment code to open the assessment.

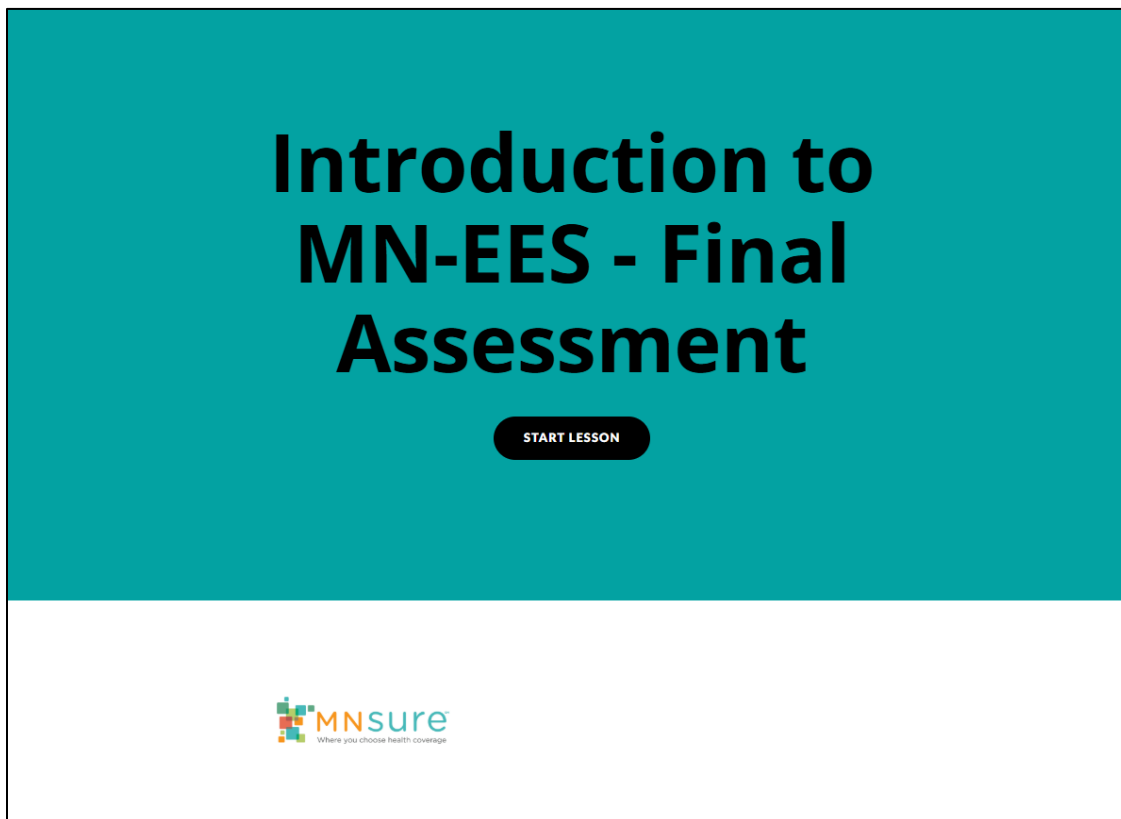


MNS27AIMA

Not Started

[Start](#) [View Progress](#)

8. The assessment will open just as the course lessons did. Click **Start Lesson** to go to the assessment instructions.



Introduction to MN-EES - Final Assessment

[START LESSON](#)

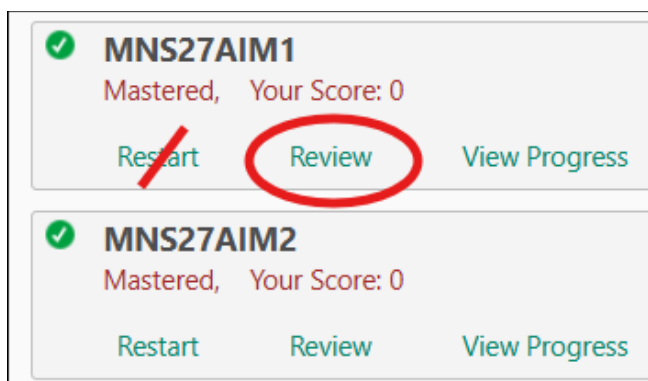
 **MNsure**
Where you choose health coverage

9. Review the assessment instructions, then click the **Continue** button when you are ready to begin.

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How to Complete the Course Assessment

- You must achieve a score of at least **80%** on the final course assessment in order to pass and earn credit for the course.
- It is graded as Pass/Fail.
- You can retake the assessment as many times as needed.
- The assessment is not timed.
- You must complete it in one sitting. If you leave the assessment, your answers will be lost, and you will have to start over again.
- Between attempts, you can access the course lessons to review them.
 - *Reminder:* When you open a lesson, be sure to click **Review** (not “Restart”), or you will have to go through the whole lesson again.



- In accordance with policy, you may not refer to any resources while taking this final assessment.
- When taking the final assessment, you will get feedback on whether your response was correct or incorrect immediately after you complete each question. If you get a question wrong, you may get information on what part of the course to review. You can go from one lesson to another from the links in the learning center.

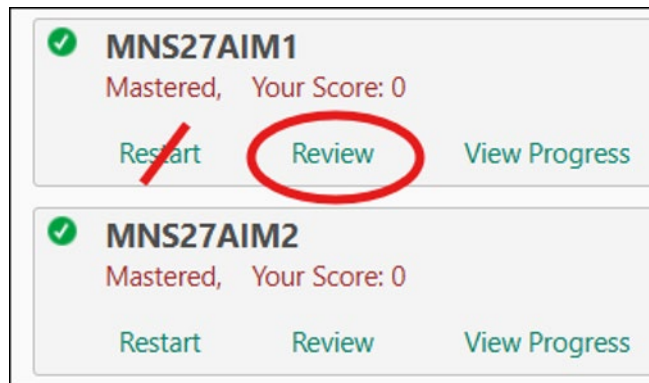


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How to Return to the Lessons for Further Review

If you don't earn a passing score on the assessment and you would like to return to review any of the lessons afterward, follow the [How to Access the Assessment in the Learning Center](#) instructions above, *except*:

- Skip Step 1.
- On Step 5, open the course ID instead of the assessment ID: **MNS2XAIM** (where “X” is the year).
- Select the lesson you want to review (MNS2XAIM1 is Lesson 1).
- *Reminder:* Be sure to click **Review** *not* “Restart”, or you will have to go through the whole lesson again.



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