1. Login to OmniTrack and click on the **My Content** option in the upper banner:



2. Click on the View/Print Transcript button:

My Professional Development Workshops View/Print Transcript Dy Date View/Print Transcript Dy Date				
My Calendar	My Upcoming Workshops	My Workshop History	Remote Check In	

3. A new browser tab will open with your transcript displayed on the screen. You can either print it or download it to save on your computer:



