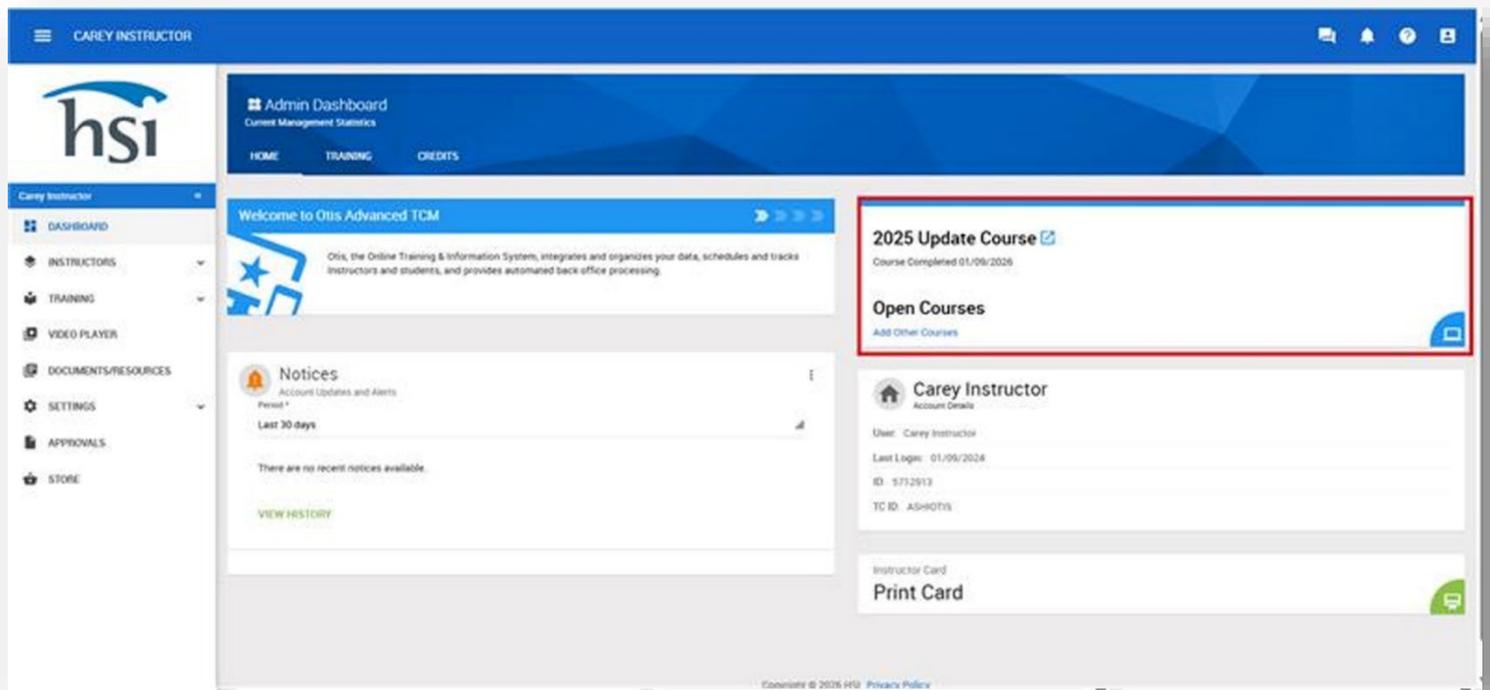


Find the 2025 Guidelines Update Course in Otis

Instructors:

- Log in to your Otis dashboard.
- Click on the **2025 Update Course** launcher tile at the top of your screen.



Training Center Directors and Administrators:

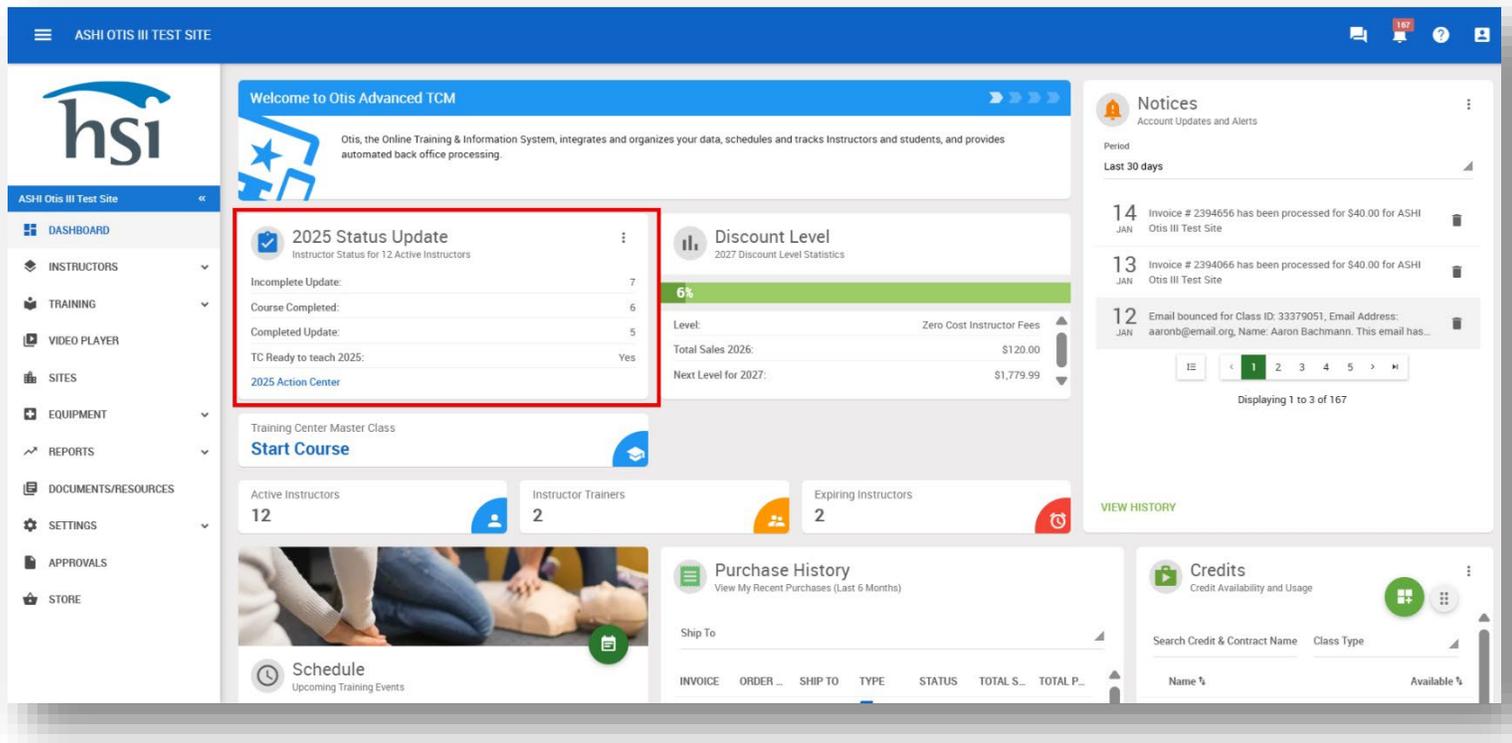
Take the HSI 2025 Guidelines Update Course:

- Log in to your Otis TC dashboard.
- Go to the left-side menu and click "Instructors".
- Click "Manage Instructors".
- Find your name in the list of Instructors.
- On the far right, click on the 3-dot menu icon.

- Select "Online Training".
- Select the **2025 Update Course** button.
- Alternatively, log in to Otis using your Instructor credentials and follow the directions for Instructors (above).

See Instructor progress and payments:

- Log in to your Otis TC dashboard.
- You'll see a new **2025 Status Update** tile at the top center of your dashboard.
- Click on this to see when an Instructor has taken the HSI 2025 Guidelines Update Course.
- Approve payment for the course.



Click here to login to Otis