

FINANCIAL LEARNING EXPERIENCE (FLEX) LEARNER USER GUIDE

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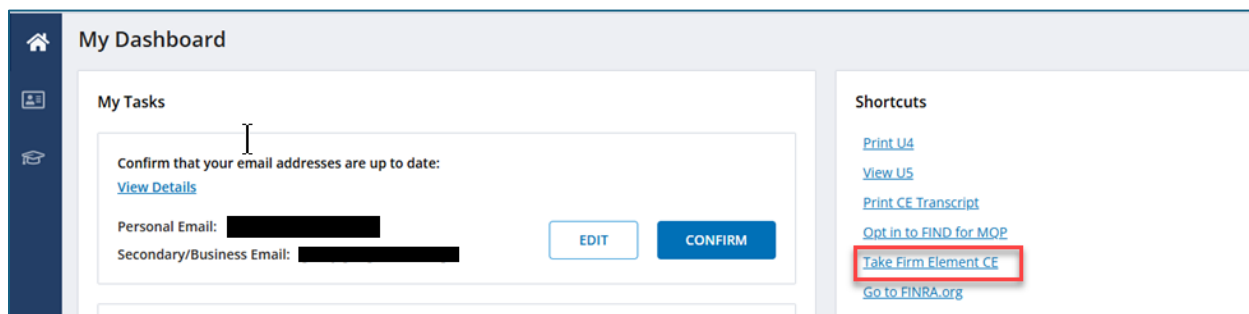
Introduction

Financial Learning Experience™ (FLEX™) is a centralized continuing education (CE) platform that provides e-learning content that firms have the option to leverage for their Firm Element or other training needs.

Financial Learning Experience (FLEX) Platform Overview

The FLEX platform offers the Firm Element courses. To access the environment, a link is available in FinPro. The link to FLEX will appear once a Learner's firm approves the assignments.

1. Log into FinPro.
2. Locate the Take Firm Element CE link in the Actions (Quick Links) area.
3. Click on the link to access the FLEX platform.




Accessing Firm Element Training

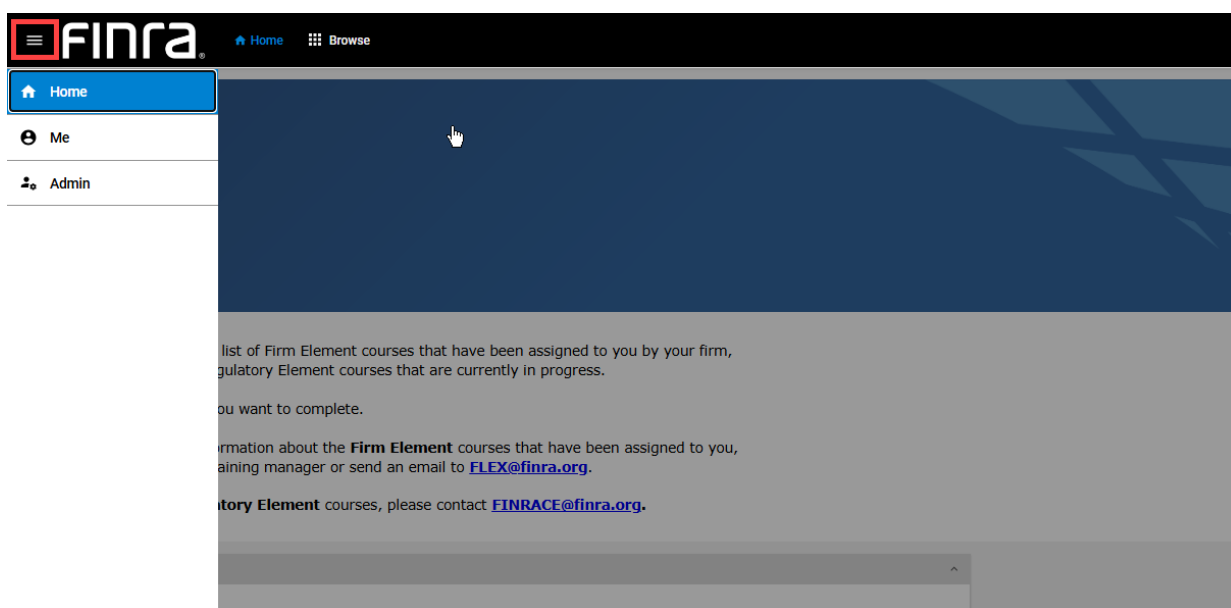
Selecting the **Take Firm Element CE** link in FinPro directs to the learning platform to access Firm Element training. There are two main areas within the FLEX platform.

- The **Home** page provides a quick breakdown of assigned and in-progress training.
- The **Me** page provides curated resources for administrators and learners.

Home Page Overview

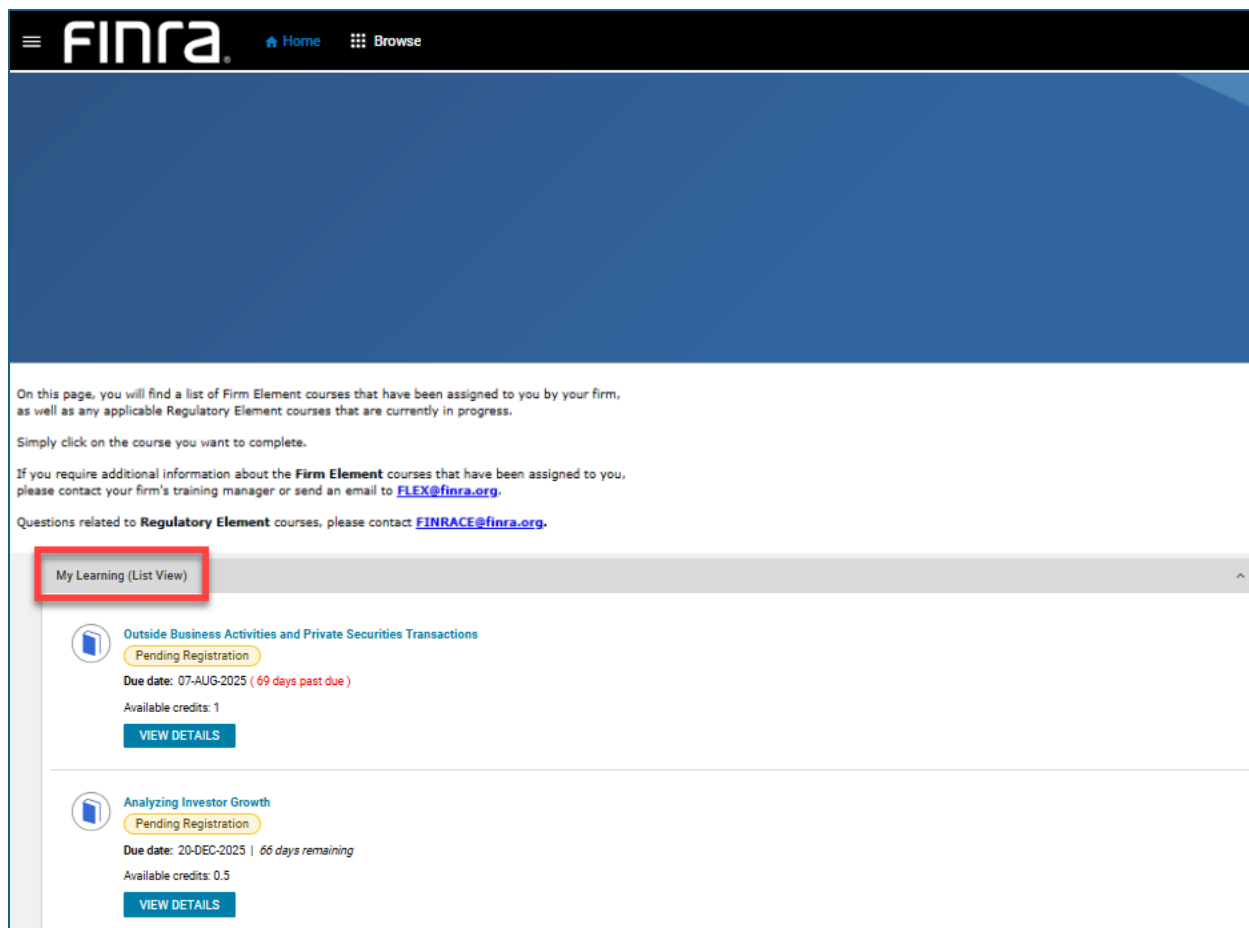
The **Home** page also displays important announcements regarding the items listed on the home page or updates about the platform, as well as contact information if you have either a FLEX, regulatory or practical element course question.

1. Access the Home page by clicking on the three-line menu icon  in the upper left-hand side.
2. Select Home.



Under the **My Learning** (List View) area, assignments are listed in following order:

1. Overdue course – Courses that were not completed by the due date are considered Overdue. The overdue course also is listed with the number of days past the due date (in red font).
2. Active Assigned courses – Courses that are assigned and are not considered Overdue. The due date is identified, as well as the number of days before the due date.
3. In Progress course – Courses with no due date that have been started but not successfully completed.
4. Surveys – Any outstanding surveys associated with course that are optional to complete.

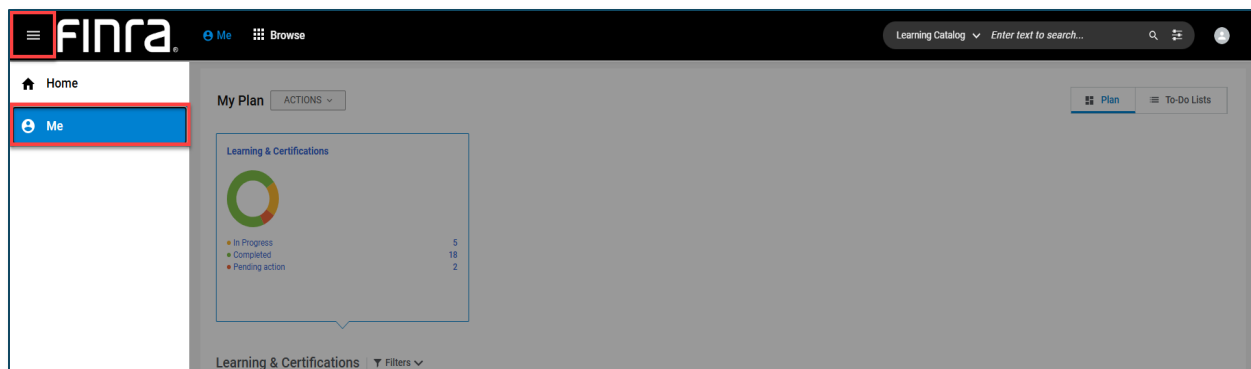


Me Section Overview

The Me page lists assigned, in progress and completed courses. The Me page provides the ability to view the assigned and in-progress courses as well as completed courses.

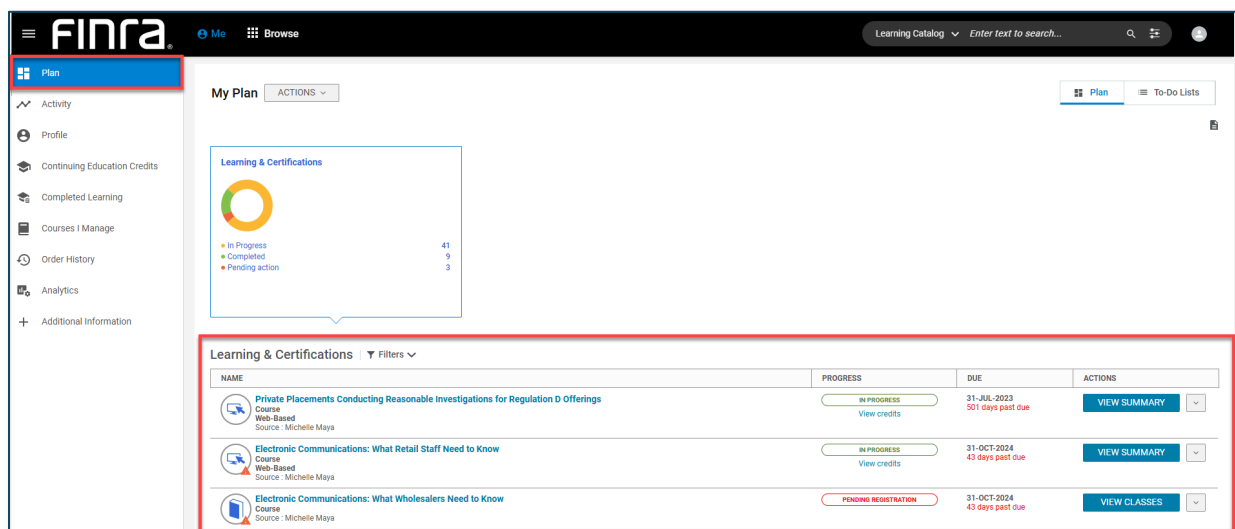
Access the Me section by selecting the collapsed menu, located in the upper left-hand corner under the FINRA logo.

Select the Me menu selection.



Plan

The Plan page lists all the assigned courses with the due date and day count before and after the due date. In the **Learning & Certification** area, courses are listed with overdue and upcoming mandatory assignments listed first. The due date includes a countdown of before and past due days. In-Progress courses are also listed in this section. You can launch the courses by clicking on the title or the View Summary button.



Completed Learning

The Completed Learning area shows all the Regulatory, Practical and Firm Element completed courses. The completions are automatically listed by date, with newest completions listed first.

TITLE	PROGRESS	ACTION
Detecting Financial Crimes: Cybercrimes Web-Based	SUCCESSFUL On: 17-OCT-2025 Score: 100	PRINT CERTIFICATE
Broker-Dealer Crypto Asset Activities Web-Based	SUCCESSFUL On: 25-SEP-2025 Score: 0	PRINT CERTIFICATE
Addressing and Reporting Financial Exploitation of Senior & Vulnerable Adult Investors Web-Based	SUCCESSFUL On: 25-JUN-2025 Score: 0	PRINT CERTIFICATE

Completion Certificate

From your Completed Learning page, you can also print your completion certificate.

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Detecting Financial Crimes: Cybercrimes Web-Based	SUCCESSFUL On: 17-OCT-2025 Score: 100	PRINT CERTIFICATE
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