


1) Go to RIF Academy eLearning Portal: <https://www.rifacademy.org/>

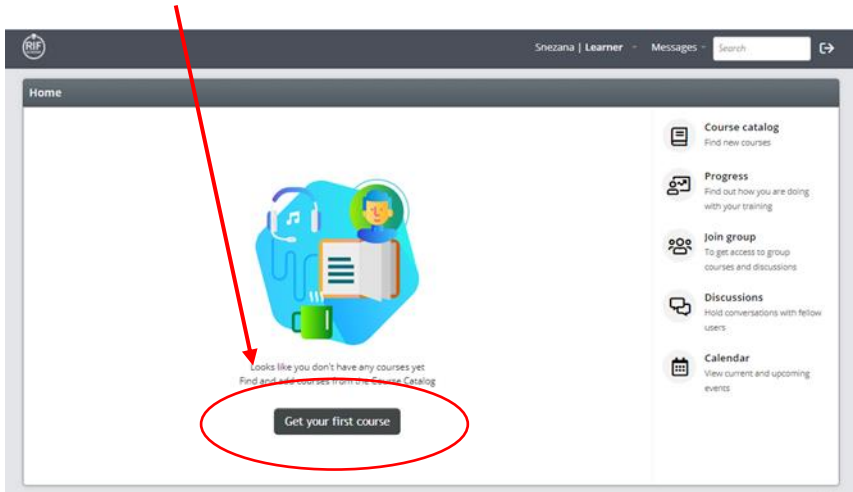
2) At the top right, click on **Sign Up** to create your account.



3) Fill in the web form (basic information):

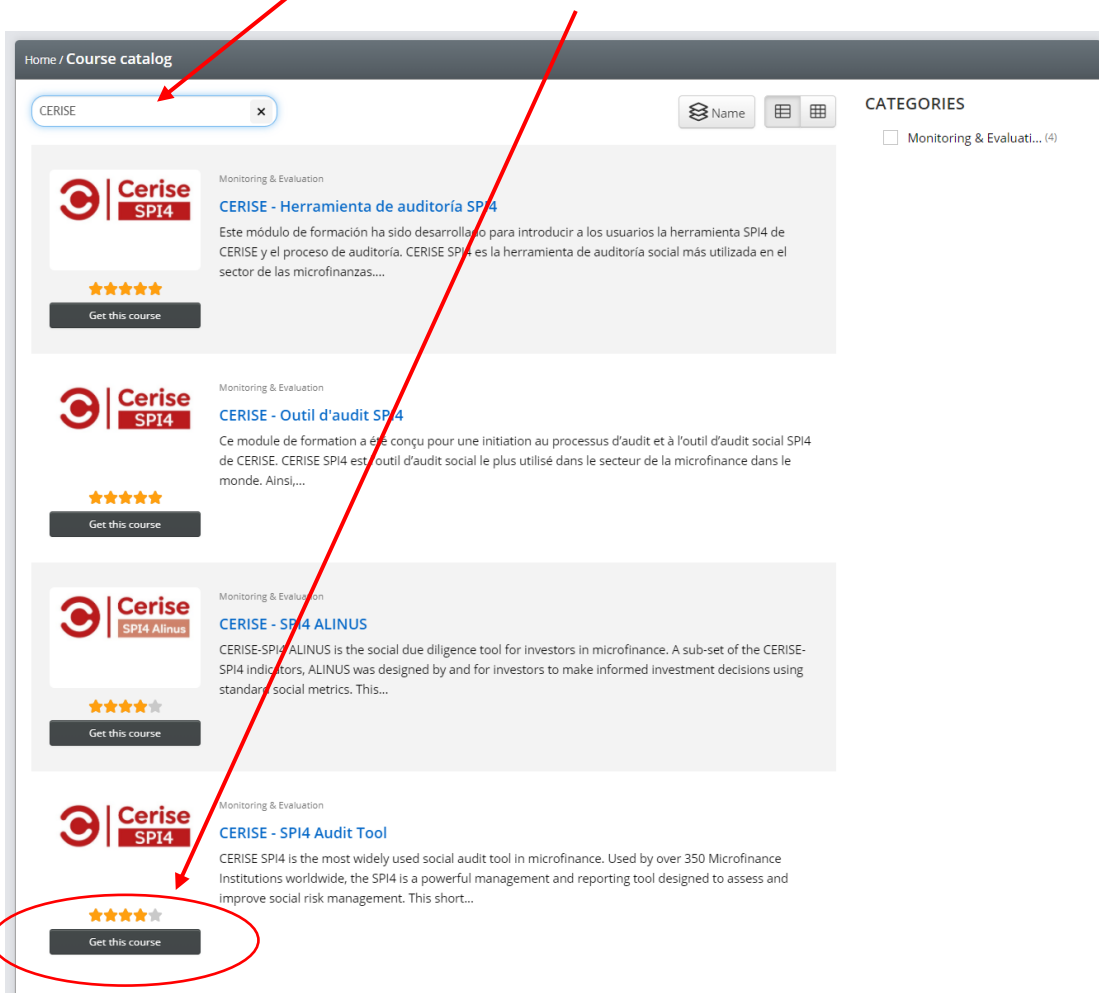
FIRST NAME	<input type="text" value="e.g. John"/>
LAST NAME	<input type="text" value="e.g. Doe"/>
EMAIL ADDRESS	<input type="text" value="e.g. jdoe@example.com"/>
USERNAME	<input type="text" value="e.g. jdoe"/>
PASSWORD	<input type="password"/>
PERSONAL EMAIL	<input type="text"/>
GENDER	<input type="text" value="Select an option..."/>
ROLE / POSITION / JOB TITLE	<input type="text"/>
ORGANISATION / INSTITUTION	<input type="text"/>
TYPE OF ORGANISATION/INSTITUTION	<input type="text" value="Select an option..."/>
COUNTRY	<input type="text"/>
REGION	<input type="text" value="Select an option..."/>
ARE YOU A STAFF MEMBER OF MFI OR BANK?	<input type="text" value="Select an option..."/>
DO YOU HAVE DIFFICULTY SEEING, EVEN IF WEARING GLASSES?	<input type="text" value="Select an option..."/>
DO YOU HAVE DIFFICULTY HEARING, EVEN IF USING A HEARING AID?	<input type="text" value="Select an option..."/>
<input type="checkbox"/> I'm not a robot	
<input type="button" value="Create account"/>	

4) Click on **Get your first course**

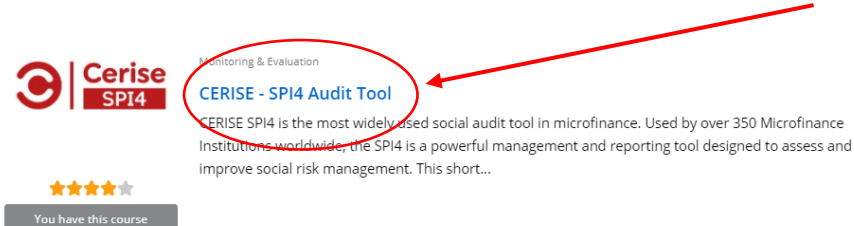


5) In the search bar, type “**CERISE**” and click on Enter. The different modules of CERISE will appear.

Click on **Get this course** below the module you want.



6) You can now see that “**You have this course**”! Click on the **title in blue** to open the course.



7) On the next page, click on **Start or resume course**

Home / Course catalog / CERISE - SPI4 Audit Tool

Cerise SPI4

Monitoring & Evaluation
CERISE - SPI4 Audit Tool
★★★★☆

CERISE SPI4 is the most widely used social audit tool in microfinance. Used by over 350 Microfinance Institutions worldwide, the SPI4 is a powerful management and reporting tool designed to assess and improve social risk management.

This short eCourse will introduce learners to the SPI4 Audit Tool and Audit Process.

Time to complete: 2 hours

Please note CERISE does not provide a training certificate for this e-learning module. Completion of this module does not result in SPI4 auditor qualification.

Created by Good Return, on behalf of and in collaboration with CERISE

Content

INTRODUCTION TO SOCIAL PERFORMANCE AND THE SPI4 AUDIT TOOL

Introductory eCourse 2 hours

Completion rules

All units must be completed

< return to catalog

Start or resume course

8) Scroll down to see **Details** or **START COURSE**

CERISE - SPI4 Audit Tool

Introductory eCourse 2 hours - More

Introduction to Social Performance and the SPI4 Audit Tool (English)

START COURSE DETAILS

9) Use the **sidebar on the right** to move around the course. You can also access the different chapters of the course in the **menu on the left**.

CERISE - SPI4 Audit Tool

Introductory eCourse 2 hours - More

Lesson 1 of 14

Introduction

Welcome

This training module has been developed as an introduction to Social Performance Management and the SPI4 Audit Tool. For those wanting to become a qualified SPI4 auditor, this course is the first step of your learning journey. Information about the auditor qualification process is provided at the end of this module.

Refer to the course menu to navigate through the training topics, or follow the learning path by selecting 'next lesson' at the bottom of each page.

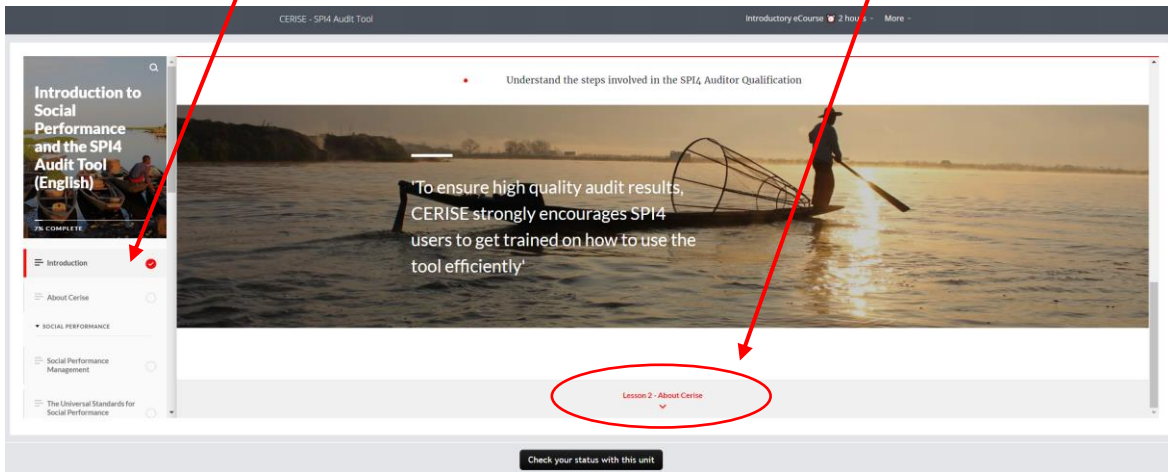
Check your status with this unit

Introduction to Social Performance and the SPI4 Audit Tool (English)

- Introduction
- About Cerise
- SOCIAL PERFORMANCE
 - Social Performance Management
 - The Universal Standards for Social Performance

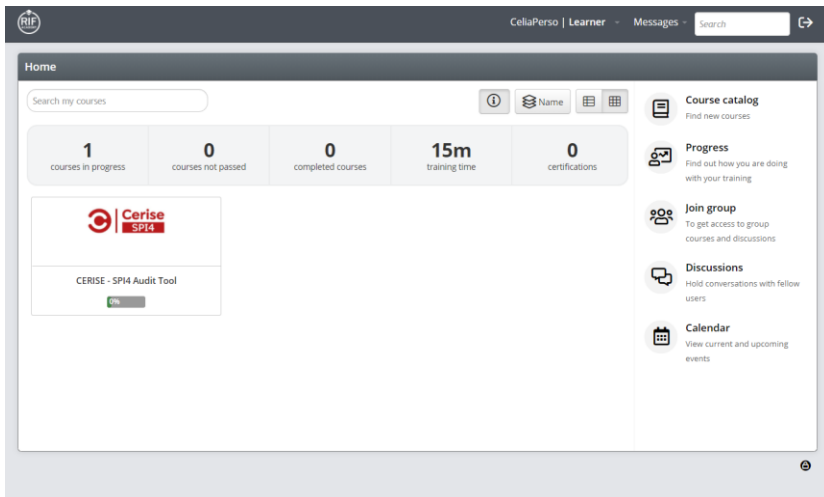
10) At the end of each page, you have the possibility to go to the **next section** by clicking on the red text.

You can see **your progress** in the **menu on the left**.

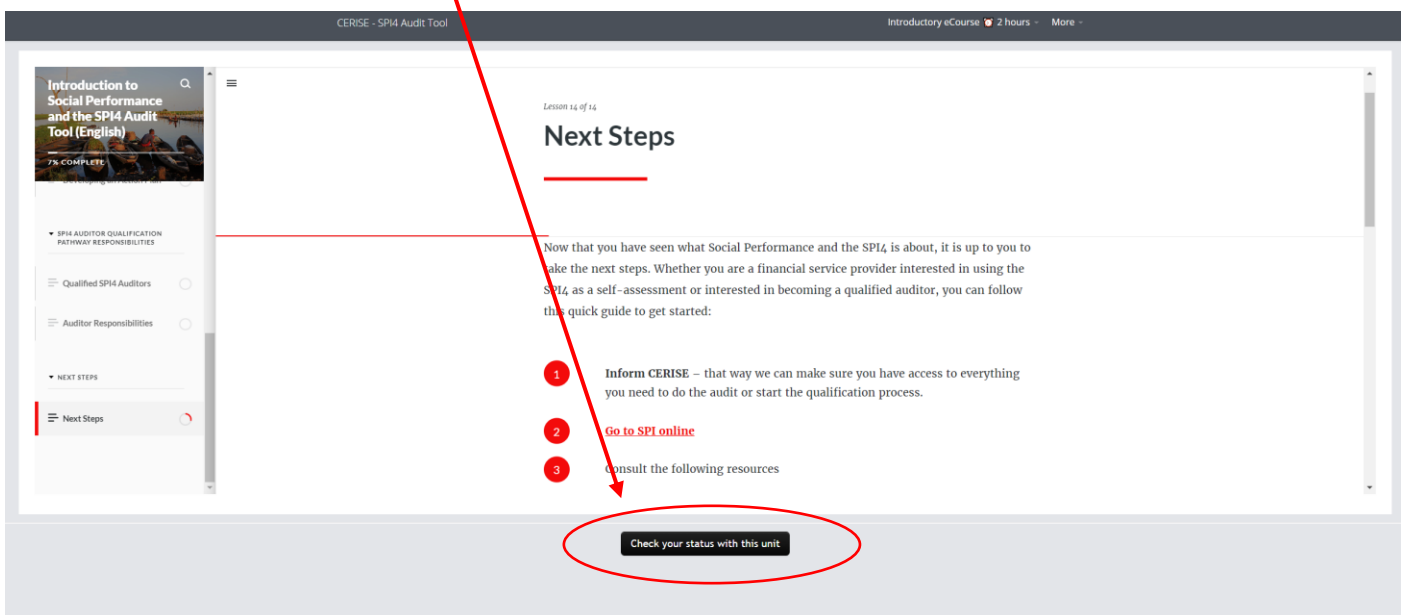


Continue browsing to the end.

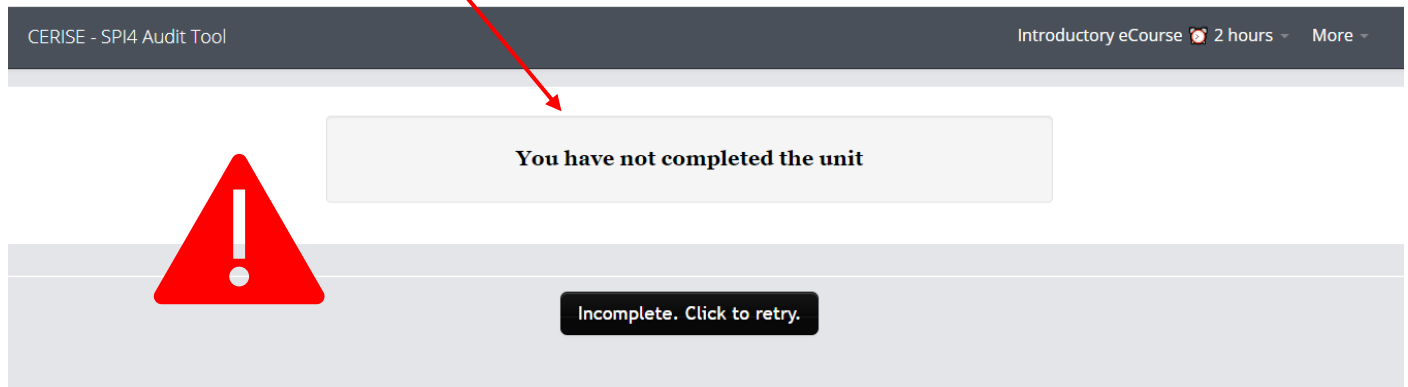
11) You can **take the course in several times** your answers will be saved! Check your progress on your **homepage**:



12) When you are done, click on **Check your status with this unit**.

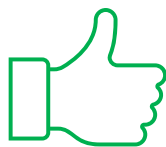


On next page, if you see this message, it means **you should go back to e-learning** and check which part you must complete.



The screenshot shows a dark grey header with 'CERISE - SPI4 Audit Tool' on the left and 'Introductory eCourse 2 hours More' on the right. Below the header is a white box with the text 'You have not completed the unit'. To the left of this box is a red warning triangle with a white exclamation mark. Below the white box is a grey bar containing a black button with the text 'Incomplete. Click to retry.'

If you **have completed the course**, you will see this message:



Congratulations!



Course completed!

CERISE - SPI4 Audit Tool

CONGRATS!! You are now ready to go to next step: **watch the recording of [live demos on SPI online](#)**

Is this content useful? Let us know! cerise@cerise-spm.org