

Instructions for Completing the Online Asthma-Friendly Childcare Center Training

Leave this page open for easy reference as you complete each step.

Thank you for your interest in completing the Online Asthma-Friendly Childcare Center Training! In order to begin, please read through the instructions below to facilitate navigating through the different sections of the course. Please understand that you **must** read through the instructions in order to access the training.

1. Make sure you have the most updated version of Adobe Flash Player. [Check here](#) to see if your Adobe is up to date. If not, you can download it [here](#).
2. Download the [Asthma-Friendly Childcare Center Resource Guide](#) to accompany the training. You may want to print and keep it for reference.
3. When you are ready, click [here](#) to complete the Asthma-Friendly Childcare Pre-test. Be sure to answer all questions to the best of your knowledge and fill in all contact information fields on the pre-test.
4. After you complete the pre-test, you will automatically be redirected to download the 2015 Asthma-Friendly Childcare Centers Presentation. *Note: You must have the most updated version of Adobe Flash Player to view the content of the PDF file. **We recommend that you right-click and select "save as" to retain the training to your local drive for better viewing.** See step 1 for more instructions.*
5. The course will begin automatically once downloaded. The training, which consists of a slide presentation with voice-over, should take approximately 30 minutes to complete. You may use the buttons at the bottom of the slide presentation to fast forward, rewind, pause, or stop the presentation at any time. You can also drag the moving bar backward to go back to a slide or forward to move forward to a slide. Once the training is complete, **leave it open for reference** and return to this page.
6. Click [here](#) to complete the Asthma-Friendly Childcare Post-test and Evaluation. Be sure to answer all questions to the best of your knowledge and fill in all contact information fields on the pre-test. **Contact information must be completed in order to receive your Certificate of Completion.** The printed certificate can be turned into the Department of Children and Families (DCF) for 1 "in-service training" credit.

Contact us at FLAsthmaCoalition@gmail.com if you experience any problems or issues.