## What are the steps in the e-learning process?

STEP 1: Click on this link and register for the e-learning module you desire: <a href="http://www.nnadv.org/news-events/events-and-trainings">http://www.nnadv.org/news-events/events-and-trainings</a>. Select only one module at a time. Since we want to provide you a supportive learning environment, enrollment is limited to ten people per month.

STEP 2: Access the e-learning materials by downloading the PowerPoint slides for the module you desire, then view them online or print them for your convenience. Since this learning is self-paced, feel free to go back and review the information at any time. Pay particular attention to each objective, you will be assessing your learning based on these key points. Supplemental materials and additional resources will be provided for you to enrich your learning experience. These materials and resources will help you create an advocate "tool kit," but you will not be assessed on their content.

STEP 3: When you feel you have mastered the objectives of the module, download the learning assessment and answer the questions to the best of your ability. Remember to earn a certificate, you will need to score no less than a 90% on each module.

STEP 4: Scan and email your completed assessment to Judy Henderson, NNADV Education & Outreach Coordinator at <a href="mailto:judyh@nnadv.org">judyh@nnadv.org</a>. You may also print the completed assessment and fax it to Judy's attention at 775.828.9911. You should receive your assessment score and certificate within two weeks. Since this is an e-learning certificate program, all correspondence will be conducted by email or fax for tracking and documentation purposes.