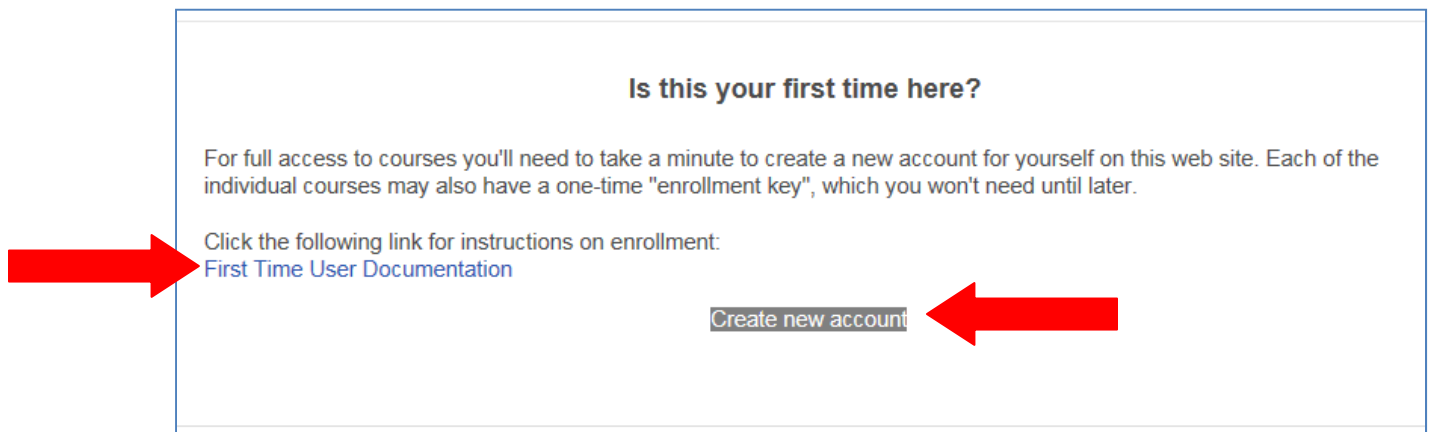


New Student Registration:

1. Click on **Create new account** on the right side of the page:



2. Fill out the form to create a new account

Note: The password must have at least 8 characters, at least 1 digit(s), at least 1 lower case letter(s), at least 1 upper case letter(s), at least 1 non-alphanumeric character(s)

New account

▼ **Choose your username and password**

Username*

Password* Unmask

The password must have at least 8 characters, at least 1 digit(s), at least 1 lower case letter

▼ **More details**

Email address*

Email (again)*

First name*

Last name*

▼ **Other fields**

Home Address*


Zip Code*

City*

Phone Number*

Last 4 Digits of SS#*

Security question [?](#)



Enter the words above

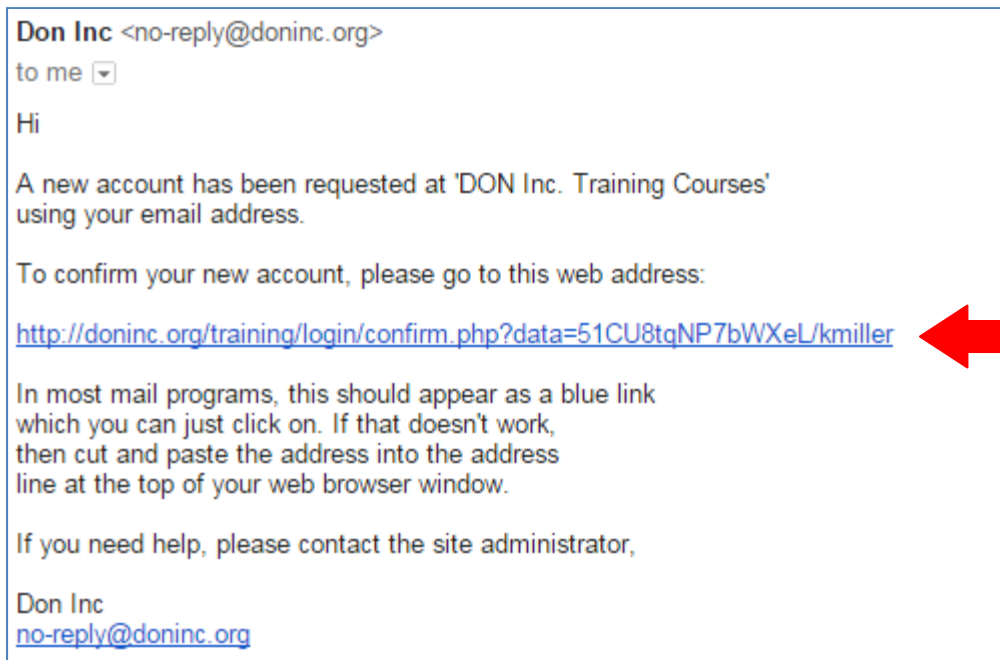
[Get another CAPTCHA](#)

[Get an audio CAPTCHA](#)

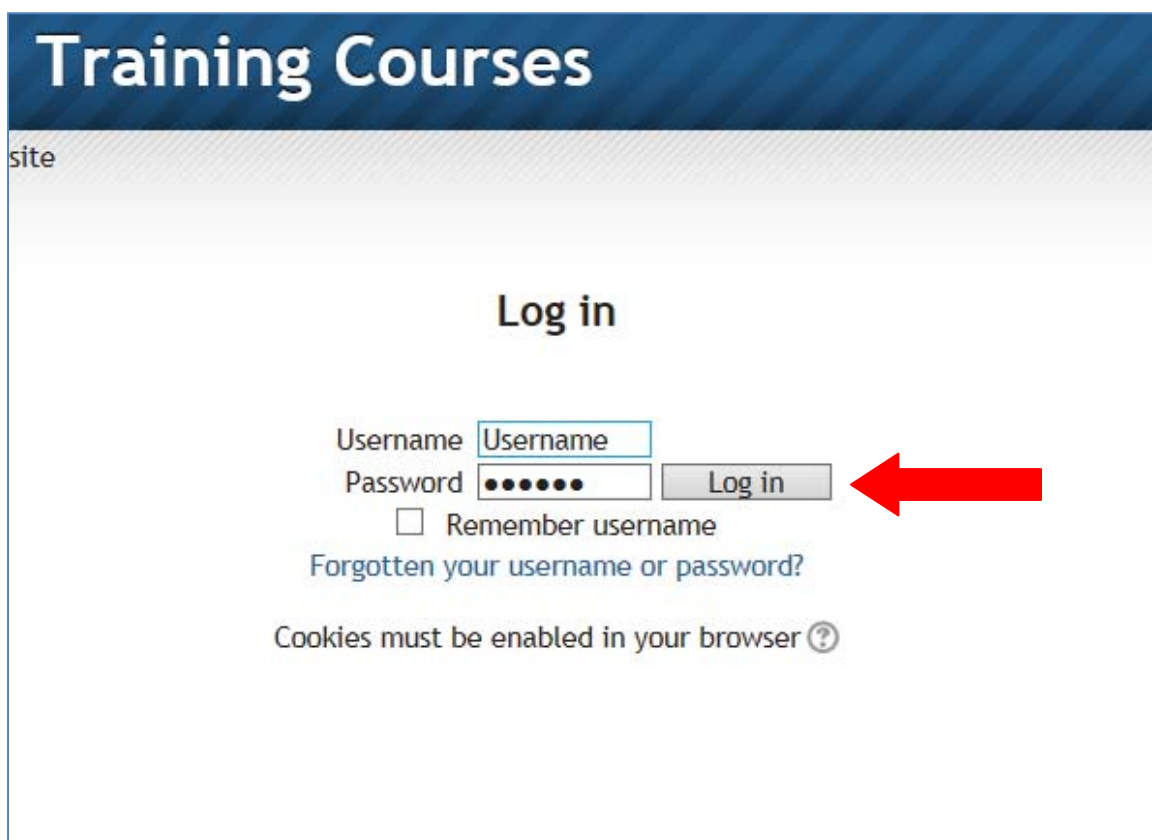
3. Log into your email and look for an email from

DON Inc: no-reply@doninc.org

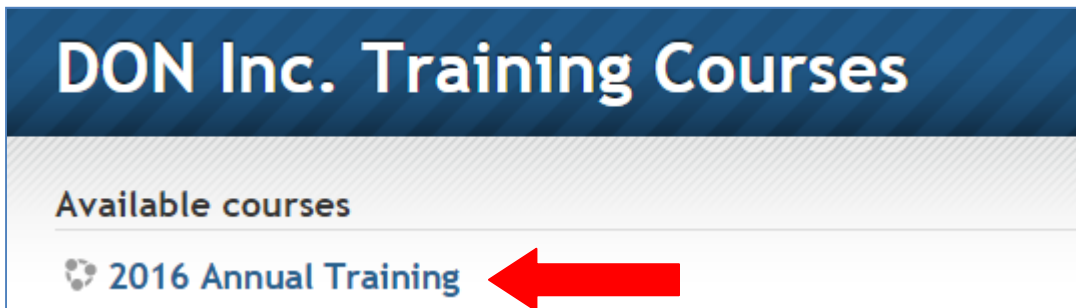
4. Click on the link to Confirm your account:



5. Login with your username and password:



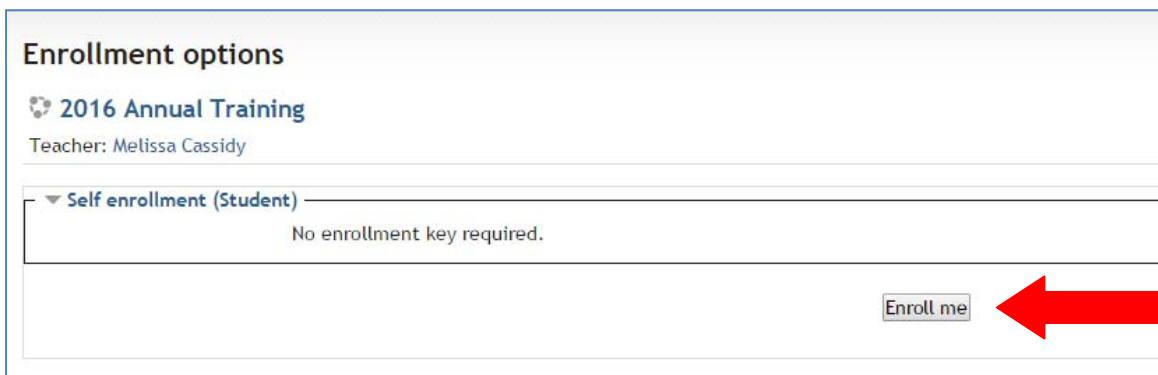
6. Click on the **2016 Annual Training** Link:



The screenshot shows a web page titled "DON Inc. Training Courses". Below the title is a section labeled "Available courses". Under this section, there is a link for "2016 Annual Training" with a red arrow pointing to it from the right.

7. You will be asked to complete the Self Enrollment on the next screen.

Click **Enroll Me**

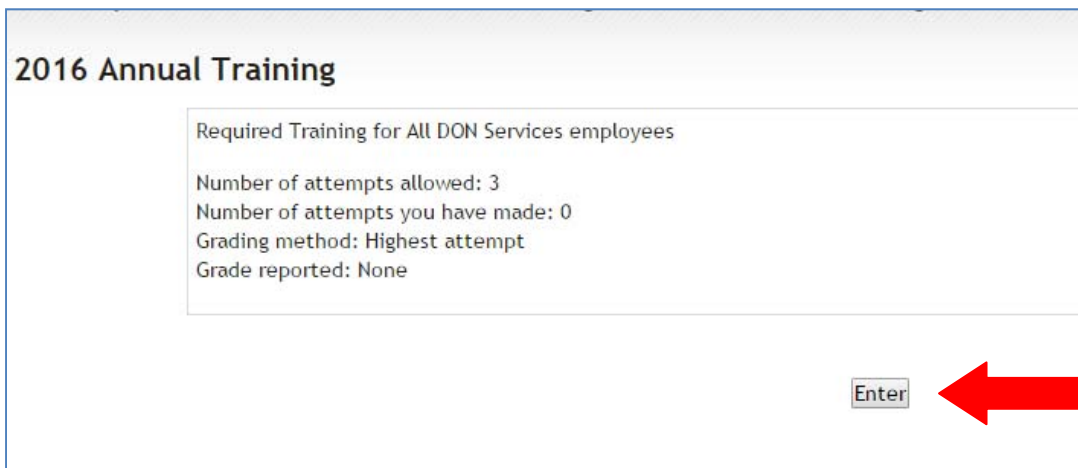


The screenshot shows a web page titled "Enrollment options". Below the title is a link for "2016 Annual Training" with the teacher listed as "Melissa Cassidy". Underneath, there is a dropdown menu for "Self enrollment (Student)" which is expanded to show "No enrollment key required.". At the bottom right of the page, there is a button labeled "Enroll me" with a red arrow pointing to it from the right.

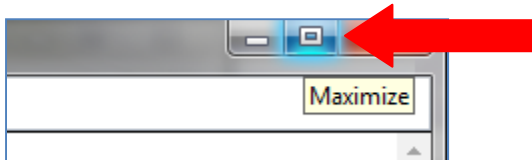
8. Click on the link to the appropriate training course



10. Click on the **Enter** button to open the course



11. Maximize the screen for optimal viewing.



To Re-attempt a Quiz:

1. Close out of the Quiz window and return back to the main training screen.
2. Click the box that says **Start a new attempt** and click **Enter**.

Info Reports

Version 1.0

Number of attempts allowed: 3
Number of attempts you have made: 1
Grade for attempt 1: 100%
Grading method: Highest attempt
Grade reported: 100%

Delete all SCORM attempts

Start a new attempt
Enter

