AAOHN Online Education Center Access Instructions: Live Webinars

- 1. Log on to the AAOHN website (<u>www.aaohn.org</u>) with either your member or guest credentials. If you're having trouble logging in, please reach out to <u>info@aaohn.org</u>.
- 2. Once logged in, please navigate to the Education tab along the top of the website, hover over that tab, and select Online Education from the dropdown list.
- 3. On the Online Education page, you should see some information about the AAOHN Online Education Center, and a button to access:

ONLINE EDUCATION

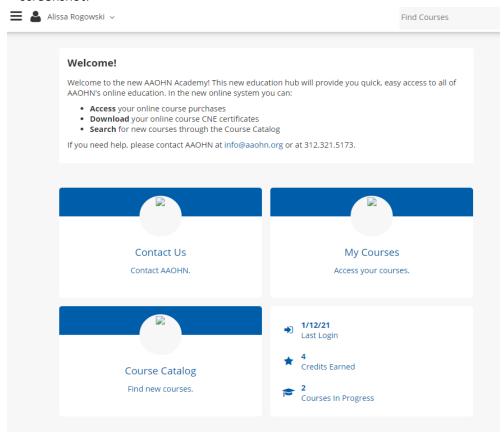
Access a wide variety of on-demand, self-paced education courses to expand your practice and earn contact hours. To view and purchase the current online courses available to members and non-members, access our AAOHN Online Academy.

To access the courses you've purchased, please click the button below to visit the *new* AAOHN Online Academy

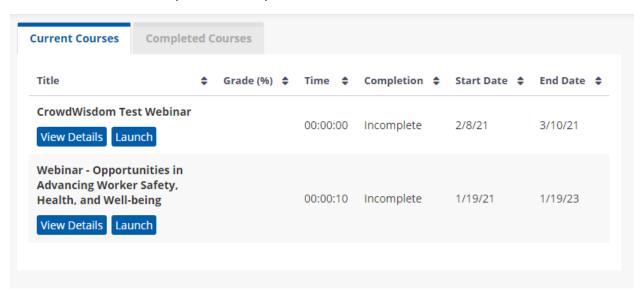
Access the AAOHN Online Education Center (Member)

Have questions? Review the Online Academy FAQ's or the Live Webinar FAQ's. Need more information, please contact us at info@aaohn.org.

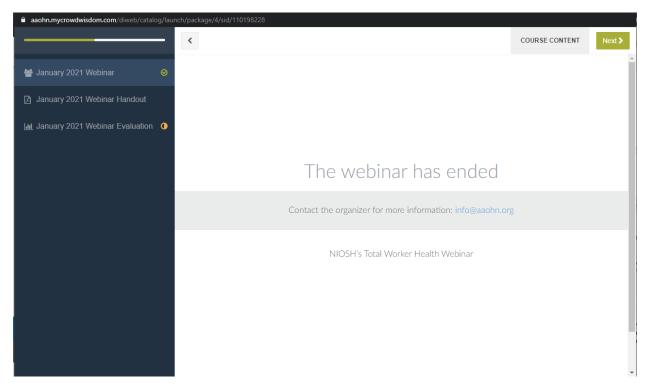
- 4. Please click the button that reads "Access the AAOHN Online Education Center."
- 5. After you click that button, you'll be taken to a new page that looks like the below screenshot:



6. To access the webinar, please select the "My Courses" option, where you'll be taken to a list of courses that you're currently enrolled in. It will look similar to the below screenshot:

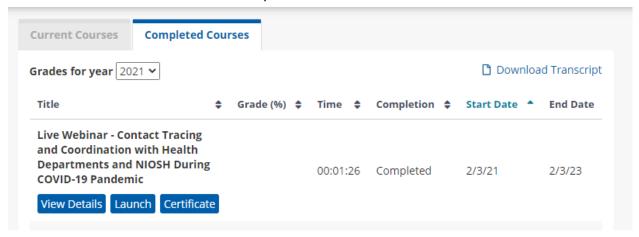


7. Once you've identified the webinar that you're looking to view, please click the "Launch" button, which will open a new window where you can view the webinar (at the specified date and time), download any handouts, and complete the evaluation to obtain CNE.



8. The left hand menu of this window will allow you to toggle between the webinar, handout(s), and evaluation. Once you have finished viewing the webinar, be sure to stay in this window, and select the evaluation from the left hand menu. If you accidentally close out

- of the window before completing the evaluation, simply click the "Launch" button next to the webinar listing in your courses section to re-open the window.
- 9. To access the evaluation once the webinar concludes, please scroll down in the Zoom window until a button appears reading "Mark as Completed." Only after you click that button will you be able to move onto the evaluation. You <u>MUST</u> complete the evaluation for the webinar in order to receive CNE and obtain a certificate.
- 10. Once you have finished the evaluation, please close the webinar window and return to your Courses menu in the AAOHN Online Education Center. Here, you can choose from Current Courses or Completed Courses via the tabs along the top of the page. Please choose "Completed Courses," find the webinar listing within that Completed Courses list, and click the button next to it that says "Certificate."



The below technical specifications are recommended for the best experience in the AAOHN Online Education Center:

Browsers that support The Online Education Center:

Internet Explorer: supported on IE 7 and up (although, please note that Microsoft has itself warned against versions older than IE 8.0)

Mozilla Firefox: most recent 2 public versions

Google Chrome and Safari: most recent 2 public versions

Operating Systems and Devices that support The Online Education Center:

Windows versions XP and above

Mac OS X 10.5 (Leopard) and above

Active support for the 2 most recent public versions of Android and iOS device platforms

Connection Speed:

Connection speeds from standard broadband access will improve the learning experience within courseware itself.

Plug-Ins, Add-on Components, and Multimedia Support:

There are no required downloads for The Online Education Center; however, courseware and learning material requirements vary and will depend on the content itself and its publisher's requirements. It is our experience that most e-learning courseware typically requires specific plug-ins such as Adobe Flash to view multimedia.