

How to Navigate This Course

Follow these navigation prompts to optimize the training experience in this course.

◆ **Complete each Unit in this order** (unless directed otherwise)

1. **Read About It**
2. **Discussion**
3. **Activity**
4. **Review**

◆ **How to Navigate Between Units**

- **Select:** < Prev, or Next >

◆ **How to Begin Each Unit**

- **Select:** Read About It, Learn more...

◆ **How to Navigate Unit Lessons**

◆ **Read About It** –

- **Select:** Continue, < Prev, Next >, or End Lesson

◆ **End of Lesson Options** –

- **Review:** Select topics from Lesson Menu (on the left)
- **Go To:** (Proceed to designated *task)
- **Return to CIT Certification Prep + Select:** Discussion, Activity (if not prompted prior), or Review

◆ **How to Navigate Unit *Tasks:**

* **Discussion** –

- **Select:** Add a new discussion topic + Post to forum – or –
- **Select:** Discussion topic + Reply to respond

When Finished –

- **Select:** Navigation prompt in Discussion/Topic header when finished – or –



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- **Select:** Return to CIT Certification Prep + Read About It, Activity (if not prompted prior), or Review



* **Activity** –

- **Read:** Additional information/Optional topics

When Finished –

- **Select:** Return to CIT Certification Prep + Read About It, or Discussion (if not completed prior), or Review – or –
- **Select:** Continue, < Prev, Next >, or End Lesson
- **Follow:** End of Lesson Options (see above)

* **Review** –

- **Read:** Quiz directions
- **Select:** Attempt quiz now
- **Select:** Submit all and finish
- **Review:** Quiz responses
- **Select:** Re-attempt quiz now to repeat if needed

When Finished –

- **Select:** Return to CIT Certification Prep + Read About It, Discussion, or Activity (if not prompted prior) – or –
- **Select:** Navigation prompt in quiz footer

♦ **Complete Training Verification & Evaluation**

1. **Select:** Training Verification & Evaluation
2. **Enter:** Information as directed

When Finished –

- **Select:** Submit all and finish
- **Select:** Return to CIT Certification Prep.