

Basic Training for Aging I&R/A Professionals

Step-by-step guide to create an online account and enroll the course

Welcome to the Core Competency Training for Aging I&R/A Professionals:

This course is designed to enhance the services provided by Aging Information & Referral/Assistance (I&R/A) professionals by advancing their knowledge, skills, and work related competences. The Core Competency Training for Aging I&R/A Professionals contains four modules:

- 1. I&R/A Services and the Aging Network
- 2. Developing Cultural Competence to Serve a Diverse Aging Population
- Essential Components of the Aging Informational and Referral Process
- 4. Key Programs for Older Adults

Each module contains five items:

- 1. Syllabus
- 2. Narrated / Video PowerPoint
- 3. PowerPoint
- 4. Written Summary
- 5. Quiz

Before beginning each module you should review the syllabus, noting the content and learning objectives. You then have several options; you can listen to the narrated PowerPoint, view the slides of the PowerPoint, or read the written summary of the material.

If you prefer to learn at your own pace, you can view the slides of the PowerPoint and the written summary in conjunction with one another, or alternatively, listen to the narrated PowerPoint. The written summaries are also valuable review documents that can be shared will your colleagues. The quizzes range from 15 to 30 questions per Module, and for each, you should select the best answer. Each Module should take one hour to complete. However, times may vary depending on your own pace and preference.

To start the process, follow the step-by-step guide to create an online account and enroll the course.





Step-by-Step Guide to Enrollment

1. Click on the following link: <u>http://nasuad.mrooms3.net/</u> (you may need to copy and paste the web address) and you will be taken to the following site:

National Aging I&R Support Control	ster - Windows Internet Explorer	
G 🖉 🔹 🔊 http://nasuada	neom3.nt/ • 🖸 🗄 🗙 🔛	ecross siloed 🔎 🔹
File Edit View Favorites	Iools Help	
🚖 Favorites 🛛 🚔 🔊 Text View	ver 🔊 NASUAD, National Associ 👔 http://www.optiometrysm 👂 Upgrade Your Browser 🔹 👔 elbay Daily Deal + 👔 See What's Hot 10/9/ + 👔 HP Games - Top Games + 👔 Suggested Sites +	
🖉 National Aging I&R Support (anter 🖄 * 🖸 *	🗄 🖶 🝷 Page 🔹 Safety 👻 Tools 👻 🚱 👻
		You are not logged in. (Login) 🔺
	ASUAD	
NASUAD National Infor	nation and Referal Support Center	
Main menu		Welcome to NASUAD's Learning
2 ⁹ Site news	Learning Center	Center
	Learning Cerner	Calendar
		< October 2011
		Sun Mon Tue Wed Thu Fri Sat
		2 3 4 5 6 7 8
	NASUAD	9 10 11 12 13 14 15 16 17 18 19 20 21 22
	Anthein Association of States United for Assign and States Administration on Aging	23 24 25 26 27 28 29 30 31
		E
	Available Courses	
	Care Competency Iralning for Aging I&R Professionals	
	This course aims to enhance the services provided by Aging 18.8 Specialists by advancing their knowledge.	
	skill and work related competences. A strong network of protestional Aging LRR Speciality is essential to linking people with lervices and ensuing that sterios and in Michael termain sterior and individuo With disability termain stellar	
	independent in their homes and communities.	
	Sile news	
	Monthly LB/A Lision Call	
	The next set 1680 and next the 2 key.	
	Internet Protected Mo	ide: Off ← 🙀 100% 🔹
		- 10 10/12/2011

2. On the top right hand corner, there is a link to a Login, click this:





3. Once you click the Login link, you will be taken to the following webpage:

Edit View Favorites Tools Help motes 💁 🔊 Tert Viewer 🔊 NASIAD National Assori. 🖉 http://www.ontometrosm 🔊 Upprade Your Rowser 💌 🖻 eRav Daily Deal 💌 🖉	See What's Hot 10/1/
tional Aging 18/R Support Center: Login to the	🖞 ¥ 🖸 V 🖬 🌧 V Page ¥ Safety ¥ Tools *
Support	Center Login to the site
Returning to this web site?	Is this your first time here?
Login here using your username and password (Cookies must be enabled in your browser) Username Password Login Some courses may allow guest access Login as a guest Forgotten your username or password? Yes, help me log in	 Hil For full access to courses you'll need to take a minute to create a new account for yourself on this web site. Each of the individual courses may also have a one-time "enrollment key", which you won't need until later. Here are the steps: I fill out the New Account form with your details. An email will be immediately sent to your email address. Read your email, and click on the web link it contains. Your account will be confirmed and you will be logged in. How, select the course you want to participate in. If you are prompted for an "enrollment key" - use the one that your teacher has given you. This will "enroll" you in the course. You can now access the full course. From now on you will only need to enter your personal username and password (in the form on this page) to log in and access any course you have enrolled in.
Getting Started Participating in a co	urse Facilitating a course Designing a course

4. Click on "Create new account," which will take you to the webpage below. Input the required information and then select "Create my new account."

New account - Windows Internet Explorer	Record Constitution And Test	
Inttp://nesued.mrooms3.net/login/signup.php	• 🗟 49 × Karss silved	م
File Edit View Favorites Tools Help	unar a Diele Date Date a Disa What's the 1000 and Difference Tex Courses and Discussed Class a	
Pavones B E rest viewer E resolution and associal E nep-www.optometrysmill E opgrade rour are	when * E early using uses * E see what s not totor * E nr usines * U suggested sites *	Page 🕶 Safety 🕶 Tools 🕶 🎲 🕶
	You are no	ot logged in. (Login)
NIACLIAD		
NASUAD		
	Support Center Login New account Eng	lish (en_us) 🔹
Choose your username and password		
Username*		
Password*		
1 433 Word		
More details		
Email address*		
Email (again)*		
First name*		
Last same*		
Lasi name		
City/town*		
Country*	United States ·	
	Create my new account Cancel	
	There are required fields in this form marked*.	
	😌 Internet Protected Mode: Off	√ _B + ₩ 165% +
🔊 🖉 💽 🔁 🐃 🗶 📕 🛷		- 🔁 😼 🕕 9:33 AM



5. Once you click on "Create new account," you will be taken to the following webpage that informs you that an email has been sent to the email address you designated:



 You will receive in your designated email inbox an email titled "National Aging I&R/A Support Center: account confirmation." To confirm your new account, open the email and click on the confirmation link.

🍘 (6 unread) - rex_orourke - Yahoo! Mail - Windows Internet Explorer	Because Compatibly Music - Montal Red		- 0 - X
🕞 问 💌 🖾 http://aa.mg5.mail.yahoo.com/dc/launch		🗸 😽 🗙 🛃 moodle prin	nary site admin's profile 🛛 🔎 👻
File Edit View Favorites Tools Help			
👷 Favorites 🛛 🎪 🙋 Text Viewer 🙋 NASUAD, National Associ 🐌 http://www.optometrysm 🖉 Upgrade Your Br	owser 👻 🙋 eBay Daily Deal 👻 🖉 See What's Hot 10/8/ 👻 🖉 HP Games - Top Games 👻 🖉 Su	iggested Sites 👻	· · · · · · · · · · · · · · · · · · ·
😤 🔹 🏉 National Aging I&R Suppo 🔽 (6 unread) - res_orourk 🗴 🎢 Using Moodle: Change the 🏠 Using Mood	ie: Change an	(i) ▼ [0] × [2] ⊕ ▼	Page • Safety • Tools • 🔞 •
× Find: email Previous Next [] Options •			
National Aging I&R Support Center: accou	nt confirmation		
Hi Rex O'rourke,			1
A new account has been requested at 'National Agin using your email address.	g I&R Support Center'		
To confirm your new account, please go to this web a	address:		-
http://nasuad.mrooms3.net/login/confirm.php?data=p	nTsxngO3Jo1JCP/rex orourke		1
In most mail programs, this should appear as a blue which you can just click on. If that doesn't work, then cut and paste the address into the address line at the top of your web browser window.	link		
If you need help, please contact the site administrate	ır,		
Rex O'Rourke rorourke@nasuad.org			
	-		, *
			√2
🕙 🖉 💁 📇 👑 🖄 💋			 9:57 AM 10/12/2011



7. Once you click the link in the email, your online registration will be confirmed. Now you need to enroll in the course. Click "Course" to enroll in the Core Competency Training for Aging I&R/A Professionals course.

🔗 Your registration has been confirmed - Windows Internet Explores		
💭 😳 🔹 http://nasuad.meoensil.net/login/confirm.php?idatas9602jOulcGEC118M/orou5027		- م
File Edit View Favorites Tools Help		
👷 Favorites 🛛 🎪		
6 Your registration has been confirmed	🖞 • 🖾 • 🖾 🖶 •	Page • Safety • Tools • 🔞 • "
NASUAD	You are logged in as R	Rex O'rourke (Logout) ^ My Dashboard
Thanks, Rex O'rourke		
Your registration has been confirmed		
Courses		
National Association of States United for Aging and Disabilities 1201 15th St. NW. Ste. 350, Washington, DC 20 Phone: (202) 898-2578 Fax: (202) 898-2583 info@nasuad.org © Copyright 2010 National Association of States United for Aging and Disabilities, All Rights Reserved	005	
	Internet Protected Mode: Off	
		- 10 😼 ♦ 8.03 PM 11/16/2011

8. After you click courses, you will be taken to the list of courses available in the Learning Center. Click on "Training for Aging I&R/A Professionals."





9. You will be then be taken to an enrollment page and asked if you want to enroll yourself as a member of this course. Click "Yes."



10. You are now officially enrolled in the course – congratulations and good luck with your studies! Please review the Course Syllabus and Narrated Introductory PowerPoint slides before starting Module 1.

