

The FDOH Professional Development Technology Training offers computer skills to enhance course building expertise with a variety of computer software and technology tools. Over 300 short videos and written tutorials are available online, and offered through TRAIN Florida, to help course developers and instructional designers expand & combine their technological expertise.

The courses meet the following Core Competencies for Public Health Professionals:

### ***Tier Two***

***Communication Skills:*** Uses a variety of approaches to disseminate public health information

Each course tutorial takes from 1 to 15 minutes to complete. However, a 15-minute contact credit will be given since practicing and applying each new tool is part of the learning process.

### **FDOH-Professional Development Technology Training Objectives:**

The FDOH-Professional Development Technology Training aligns with the Department's goal to provide quality training for the Public Health workforce. The learner will be able to:

1. Understand the technical tools available to build courses in TRAIN Florida.
2. Understand how technical tools will enhance course-building in TRAIN Florida.
3. Apply skills that will enhance TRAIN Florida courses.
4. Combine technical tools to improve delivery of TRAIN Florida courses.
5. Use a variety of approaches to deliver efficient, effective workforce development training.

### **How to locate the FDOH Professional Development Technology Trainings:**

The FDOH Professional Development Technology Trainings are software trainings for Adobe products, Visio, Project 2010 & 2013, as well as Snagit 11 & 12, approved for employee access by the Florida Department of Health.

**Note:** If learners access the trainings through the DOH Network, they may encounter the Notice - prohibited website warning screen. The learner can click through this screen to access these trainings since they are work related.

If the learner accesses the trainings via TRAIN Florida, there should be no warning screen.

### **Several trainings are located on Adobe TV**

Adobe TV is Adobe's online TV network, offering free training, inspiration, and information about the latest Adobe products & services. See a full range of programs, from entertainment through instruction. For all kinds of viewers who wear all kinds of hats, Adobe TV offers programming from how-to tech talk to personality-driven shows. Find a variety of program lengths, episode frequencies, and formats, from highly creative productions to desktop walk-throughs. Adobe TV presents a growing number of channels to appeal to different audiences, including channels for photographers, designers, video professionals, and developers.

### **Navigating Adobe TV**

Adobe® Flash® Player is needed to watch Adobe TV in your web browser. Please refer to the Flash Player System Requirements for more information. Videos on Adobe TV are encoded to

play back over most home and office broadband internet connections. Adobe TV is updated with new videos daily (Monday thru Friday).

The best method for locating trainings is to use the [Adobe Site Map](#). The site map contains a complete listing of the Adobe products, channels and shows. Tise link will re-direct you to the Adobe TV site map where all the trainings are located: <http://tv.adobe.com/sitemap/>  
**Note:** While on the Adobe sitemap, you may also use the “Keyword Search,” top right on every screen, to locate trainings.

**What’s the difference between Products, Channels and Shows?**

Products

The Adobe TV site lists all the Adobe products. When you select a product, i.e. Acrobat, you will be re-directed to the product page.

Channels

Channels are broken down by categories. You can select a category to review a list of shows, including recent episodes.

Shows

Shows provide a list of product episodes. These are short videos that demonstrate how to complete a specific product task.

Adobe TV – Frequently Asked Questions

Do you have a question or are you looking for a solution? Adobe TV has a [User Forum](#) web page that allows you to browse for a solution or ask a question.

**Links to FDOH Professional Development Technology Trainings:**

Adobe TV is not the only online source of FDOH Proessional Development Technology Trainings. The following table lists links for Adobe products, Visio, Project 2010 & 2013, as well as Snagit 11 & 12:

Software	Title/Hyperlink	Course Description	Runtime
Adobe TV	<a href="#">Adobe TV How To</a>	In this index, chose any Adobe training that will enhance your instructional delivery, from Acrobat XI to Creative Cloud to Photoshop CC. All updated Adobe software tutorials are found here.	1-15 minutes
Adobe TV Channels	<a href="#">Adobe TV Channels</a>	Here is the index to all Adobe TV (video) trainings, including photography, design, developers, marketing cloud, video & audio, “How To” tutorials, MAX, mobile & devices, e-learning, events, Adobe evangelists (Julieanne Kost, Russell Brown, Terry White, etc.), government, HD shows, technical communication, Enterprise, classroom, digital publishing & marketing, as well as other channels.	1-15 minutes

Software	Title/Hyperlink	Course Description	Runtime
Visio 2010	<a href="#">Make the Switch to Visio 2010</a>	If you are upgrading to Microsoft Visio 2010, this course offers one self-paced and one practice session (requires Microsoft Visio Standard, Pro or Premium 2010). Manage files and diagram templates in the Backstage view, find commands in the ribbon to perform common Visio tasks, show the views and task panes to create a drawing, use the Shapes window to manage stencils and add shapes to drawings, apply formatting drawings, apply data to shapes.	00:07:19
Project 2010	<a href="#">Getting started with Project 2010</a>	Four self-paced lessons and one practice session (requires Project 2010) with a short, unscored test at the end. After completing this course you will be able to: create a new project quickly and efficiently; create a new task and change task from manual to automatic scheduling; create relationships, or links, between tasks; outline tasks to add structure to your project.	00:10:37
Project 2013	<a href="#">Make the switch to Project 2013</a>	Watch this PowerPoint presentation to make the switch to Project 2013. Get started with the new version to see how to do everyday tasks.	00:01:25
Snagit 11	<a href="#">Snagit 11 Tutorials</a>	This index links to tutorials covering everything from capture tools & techniques to mobile devices for Snagit 11.	1-15 minutes
Snagit 12	<a href="#">Snagit 12 Tutorials</a>	This index lists tutorials covering Snagit 12 tools & techniques.	1-15 minutes

**[Adding the FDOH Professional Development Technology Training to Your TRAIN Florida transcript:](#)**

1. Choose the product training you want to complete.
2. Complete the product training.
3. Add each course to your transcript following these [instructions](#).

If you have any questions or need assistance regarding the merging of duplicate learner accounts, please contact the [DOH LMS Site Administrators](#) via e-mail at [DOHLMSSupport@flhealth.gov](mailto:DOHLMSSupport@flhealth.gov), or by Phone at 850-245-4008.