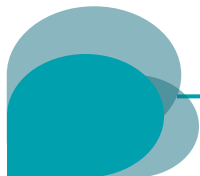




TRAIN Florida - Learner Quick Tips - Appendix III

Activity	Location	What to Do	Who to Contact
TRAIN Florida Learner Orientation	TRAIN Florida Login Page Learner Home Page TRAIN Florida Knowledge Center	Learner should review prior to first login to TRAIN Florida	Lead Administrator Site Administrator
TRAIN Florida Learner Questions	TRAIN Florida Knowledge Center	Learner should submit when they have a TRAIN Florida question, problem or issue.	Course Provider Lead Administrator Site Administrator Support Administrator
TRAIN Florida Site: Learner Questions and Answer	TRAIN Florida Login Page Learner Home Page TRAIN Florida Knowledge Center	Learner should review when they have a question on a specific TRAIN Florida task.	Course Provider Lead Administrator Site Administrator Support Administrator
TRAIN Florida Contact List	TRAIN Florida Login Page TRAIN Florida Help\Administration TRAIN Florida Knowledge Center	Locate your local support team. e-mail or telephone the contact person.	Course Provider Lead Administrator Site Administrator Support Administrator
TRAIN Florida Discussion Board	TRAIN Florida Discussion	Locate the TRAIN Florida Discussion Category by clicking on the TRAIN Florida Discussion link, or perform a "Keyword search". At the Discussion topic page, click the Add button and enter your discussion thread.	Lead Administrator Site Administrator Support Administrator





TRAIN Florida - Learner Quick Tips - Appendix III

Activity	Location	What to Do	Who to Contact
TRAIN Florida Knowledge Center Tutorials	TRAIN Florida Knowledge Center	Locate the tutorial and preview the tutorial. The corresponding tutorial topic is also located in the TRAIN Florida Learner Guides	Course Provider Lead Administrator Site Administrator Support Administrator
TRAIN Florida Learner Guide	TRAIN Florida Knowledge Center	Search the Learner Guide to locate instructions on all required TRAIN Florida tasks. (Note; Please do not print the guide, DOH updates the guide every two months).	Course Provider Lead Administrator Site Administrator Support Administrator
TRAIN Florida Resources	TRAIN Florida Resource	Locate the TRAIN Florida Resource Category by clicking on the TRAIN Florida Resource link, or perform a "Keyword search". At the Resource topic page, click the Add button and add your resource. All resources must be approved by the Lead or Site Administrator	Course Provider Lead Administrator Site Administrator Support Administrator

