

Taking a Course in the Car Seat Education Learning Portal

Thank you for choosing to take a CPST continuing education webinar course, delivered via the **Child Passenger Safety Learning Portal**. This guide will assist you in navigating through taking courses in the Learning Portal system. For those wishing to provide training in a group setting, please refer to the Job Aid for <u>Group Delivery of Courses and the Group Admin Role</u> at cpsboard.org/recertification.

CPSTs: Courses eligible for CPST CEU credit will also include a quiz module. When you pass the quiz, you will be able to download a completion certificate with your name, the course title, and the CEUs earned so you can enter that information into your <u>https://cert.safekids.org</u> dashboard for recertification.

Access your Learning Portal Dashboard

- 1. If you are a new user of **carseateducation.org (Learning Portal)**, please refer to the "Creating an Account on the Learning Portal" job aid at cpsboard.org.
 - If you already have an account, login using your existing credentials.

Login with your registered email address and	d password
Your email	
Password	
Remember me	Forgot your password?
Login	
+ Create an account	



2. Choose **My Courses** from the left menu.



3. Choose View Course Catalog on the right.

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4. Select a course of interest to **add to your cart**. CPST CEU courses are marked. You can filter by category as well.



Our Courses				
Browse the list of courses below	or use the search bar or dropdown lists to discover mo	ne.		
NOTE: If you want to register a g	roup for a course, we can do that for your Contact traini	ng@cpsboard.org		
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Free	Free	Free		
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5. Once you select a course, you are redirected to your cart for checkout. You can check out, or continue shopping for more courses. Be sure to select **Proceed to Checkout** when you are finished shopping.

	Home Courses	Contact Us Logout	
Your Shopping Cart Name	Price	×	Note: You can delete a selection(s) by
Car Seat Manufacturer Update: Summer Infant and Transporting Tiny Passengers Bying for a same or group? Select querefise on checkout page. Continue Shapping	Free	Proceed to checkout	clicking on the red "x".
After the Crash: Why Size Car Seat Manufacturer Chicco	Clek		

6. On the Checkout screen, click **Place Your Order (Free)**. You are redirected to your next steps. Click on **Go To My Courses**.



7. Click the Launch Course button next to your course.

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8. Launch the video module (the recorded webinar).

Note: If your course is a <u>CPST CEU</u>, the quiz module will not be available until the video module is complete. General Education courses will not have a quiz.

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Summer Infant and Transporting Tiny Passengers							
Home / Courses / Summer Infant and Transporting Tiny Passengers							
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Your Current Module							
Summer Infant and Transporting Tiny Passengers Last accessed Never				Not Started	0%	Continue Course	
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Summer Infant Quiz Last accessed Never		[Nor Started]	0%	⊘ Quiz	QUIZ module is locked until webinar video is completed.	Module Locked	
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9. When finished watching the video, click the **Next Module** button to take the quiz (if appropriate).

Alternately, click the **Back to All Modules** button and launch the quiz module (now, or later if you choose).

Summer Infant and Transporting Tiny Passengers / Summer Infant and Transporting Tiny Passengers	🕑 Jump to Module 🕈 Back to All Modules	Next Module -+
Summer Infant and Transporting Tiny Passengers	TOTAL TI	ME SPENT
Summer Infant and Transporting Tiny Passengers Car Seat Manufacturer Update: Summer Traveling Safely with our Tiniest Passengers Brought to you by State Farm* and Safe Kids May 28, 2020		
Watch this video.		
Preserve context is not a statement from the National URIAP Passager Safety Board Each vettion is varies. In CIPST COUNtext Passager Safety Board To aren CED credit, you must pass the gait with a score of BPN or higher		

Take the Quiz (for CPST CEU courses only)

- 10. Take the quiz. The quiz is not timed, so take your time!
- 11. Before submitting your quiz, you can review your answers using the question navigation bar at the left of the screen.





NOTE:

CPST CEU courses require a passing grade of 80% or better. Students will have two opportunities to take the quiz. After two failed attempts, students will be required to take the entire course again in order to have access to the quiz. The student must contact training@cpsboard.org for the course to be reset.

- Click Submit Quiz when finished.
- If 80% or better is achieved, your quiz results will display in a pop-up window.
- If your score was less than 80%, you will be redirected to the course page for a second attempt or to your dashboard after the second failed attempt.
- Close the results window after reviewing your results.

Download Completion Certificate (all courses)

- 12. Download your completion certificate.
- 13. From the Dashboard, select My Certificates.
- 14. Click the Download button associated with your certificate.

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My Certificates My Account	Name	Issue Date $\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \$	Certificate Type 🗘 Status	Actions
Den Announcements	Summer Infant and Transporting Tiny Passengers D Past Certificates	Nov 10, 2022 02:37 PM	Course	a Download
	Tech Guide 2.0 – A Deeper Dive into the "Why" "D Past Certificates	Sep 27, 2022 01:28 PM	Course	🛓 Download
	Showing 1 to 2 of 2 certificates			

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	NATIONAL CHILD PASSENGER DALECTY DOAD	
Co	ompletion Certific	ate
	Becky Hagemann	
	has successfully completed	
Summer	r Infant and Transporting Tiny P	assengers
Nov 11, 2022 COMPLETION DATE		1.00 CONTINUING EDUCATION UNITS

Questions?

Contact training@cpsboard.org with any questions.