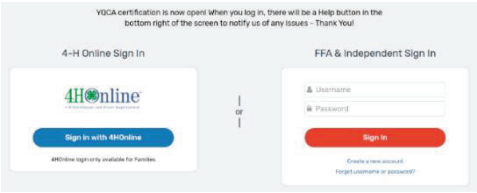
Getting Your YQCA Certification

Creating And Logging Into A YQCA Account

Step 1: Go to https://yqca.learngrow.io

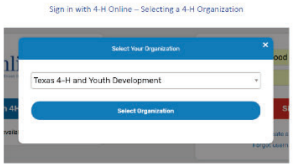
Step 2: Sign in with 4-HOnline or FFA & Independent Account

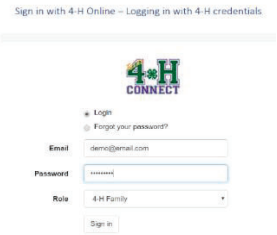


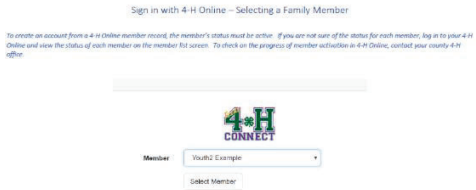
4-HOnline Steps

*This is for youth with an active 4-HOnline account

1. Select a 4-H Organization
2. Login with 4-H Credentials





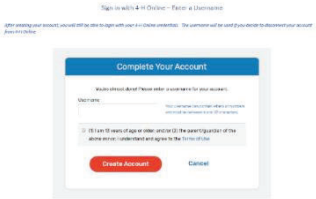


3. Select a Family Member

Member's status must be active. If you're not sure of the member's status, log in to 4-HOnline to view the status on the member screen. TO check the progress of member activation in 4-HOnline, contact your county 4-H office.

4. Enter a Username

After creating your account, you can still log in with your 4-HOnline credentials. The username will be used if you decide to disconnect your account from 4-HOnline.

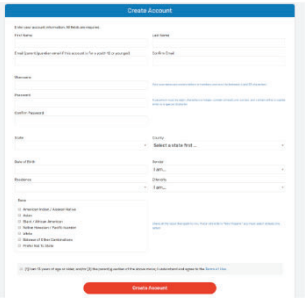


FFA & Independent Steps

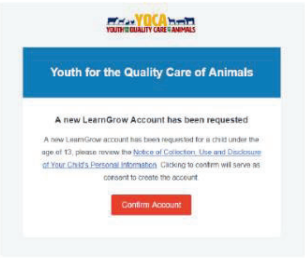
1. Enter information for the individual whose name will appear on the certificate

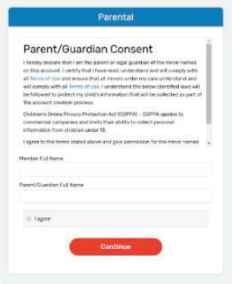
   A parent or guardian must create the account (in the child's name) for a member that is 12 or younger.

   The email entered for a member that is 12 or younger must be that of a parent of guardian



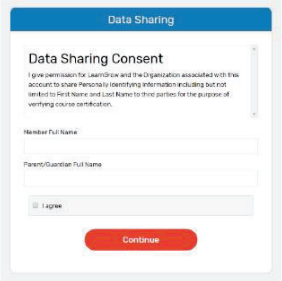
2. Retrieve email from LearnGrow to confirm account





3. Have parent/guardian complete parental consent

4. Have parent/guardian consent to data sharing

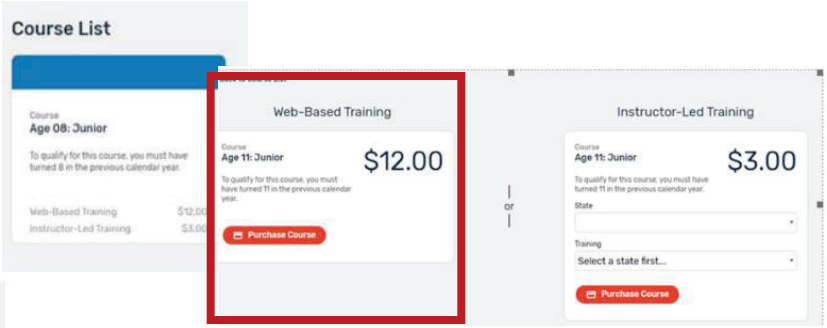


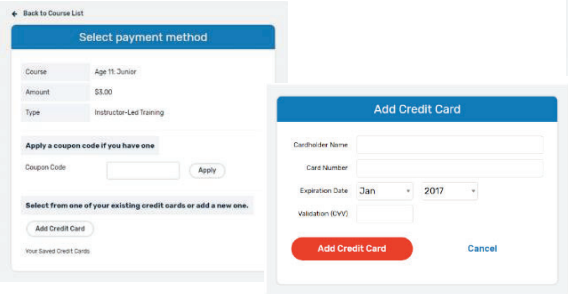
Getting Your YQCA Certification

Purchasing A Web-based Training

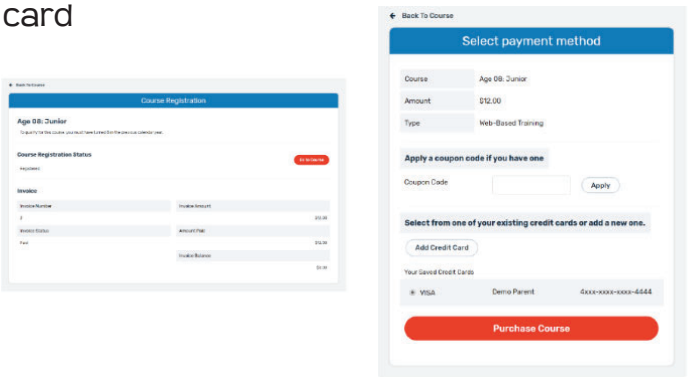
Step 1: Select a course

Step 2: Select “Purchase Course”





Step 3: Select payment method – coupon code or credit card



Step 4: Select “Purchase Course”

Step 5: View receipt
To print receipt, right click and select “Print”. Select printer to print, or PDF to save on your computer.

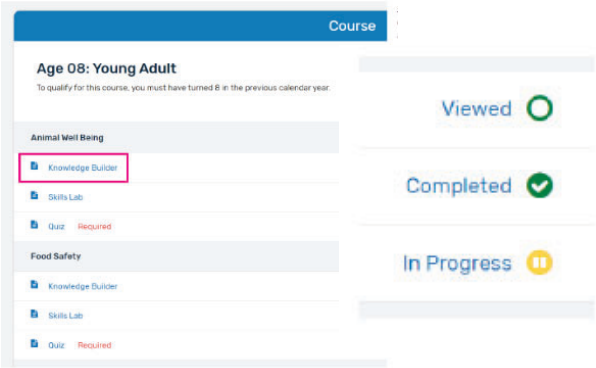
Step 6: Use the email sent after the course is purchased to access the pre-course survey

Completing A Web-based Training

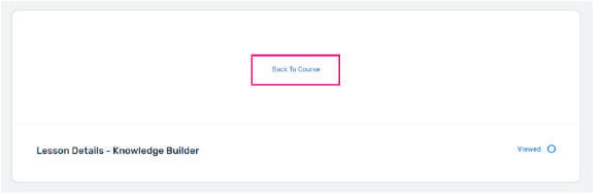
Must pass 3 quizzes - Animal Well-Being, Food Safety, and Life Skills

Select a Knowledge Builder and Skills Lab to gain knowledge and test your skill

Status will show throughout to track progress



Back to Course:
Will return user to menu page to select another Knowledge Builder, Skills Lab or Quiz

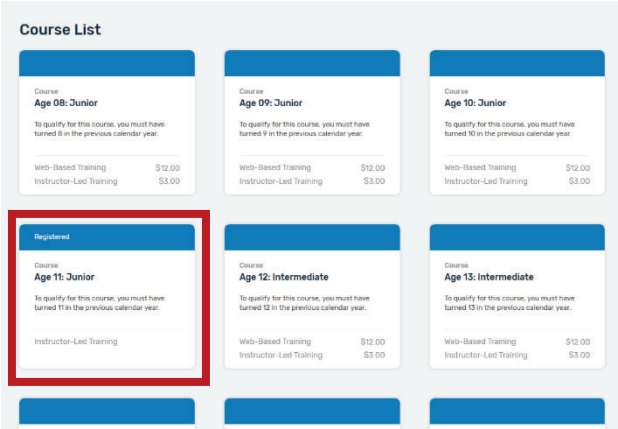


Getting Your YQCA Certification

Registration Cancellation

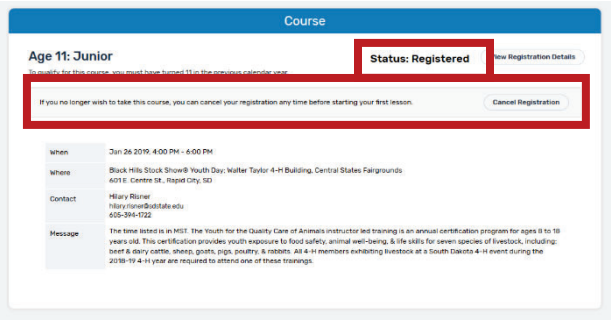
If the course has not yet started or the instructor-led training date passed, the registration can be cancelled.

Step 1: Select the course from the "Course List" page. In the bottom of the box, it will state the type of training instead of the training options and prices.

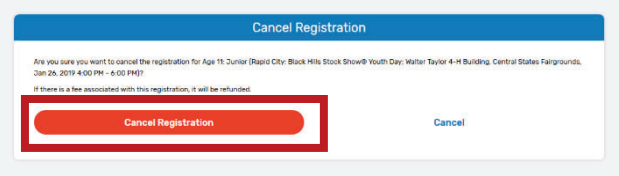


Step 2: Confirm the status says "Status: Registered". If the status says "Complete" or "Failed", it is too late to cancel the registration.

Step 3: In the box that states, "If you no longer wish to take this course, you can cancel your registration any time before starting your first session", select "Cancel Registration".



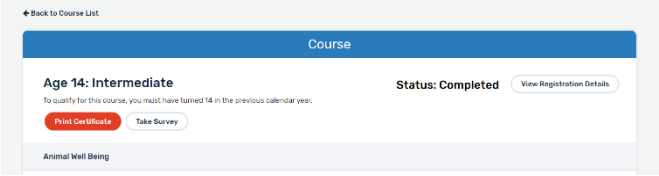
Step 4: Confirm you are canceling the correct course and select "Cancel Registration".



Getting Your YQCA Certification

Printing Certification

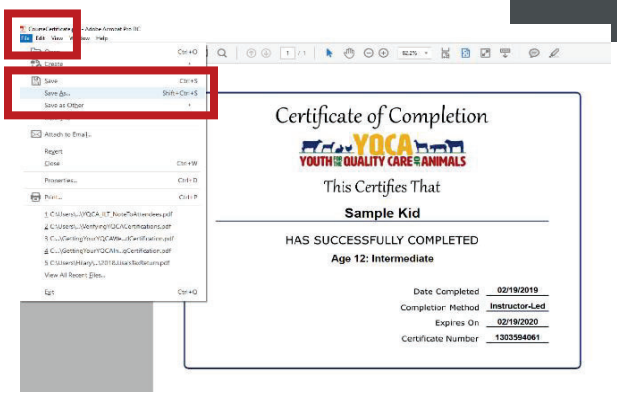
Step 1: Return to course menu screen to access certificate.

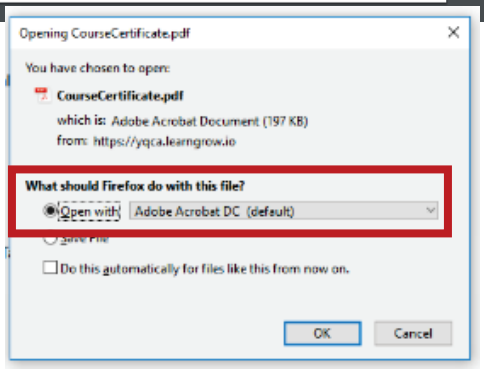
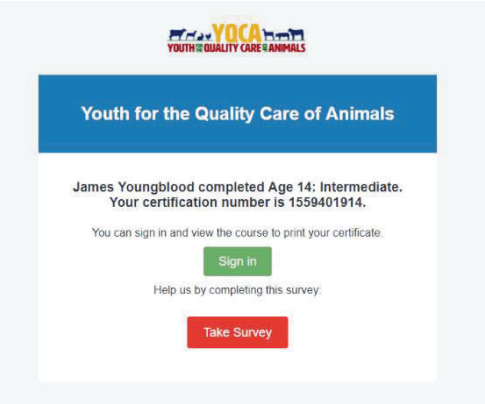


Certificate can be downloaded as a PDF to save locally and/or send electronically.

To print PDF, select printer icon and send to local printer.

Once downloaded, use one of the two approaches below to save the file to a designated location on your computer.





Step 2: Select "Take Survey" to access post-course survey.