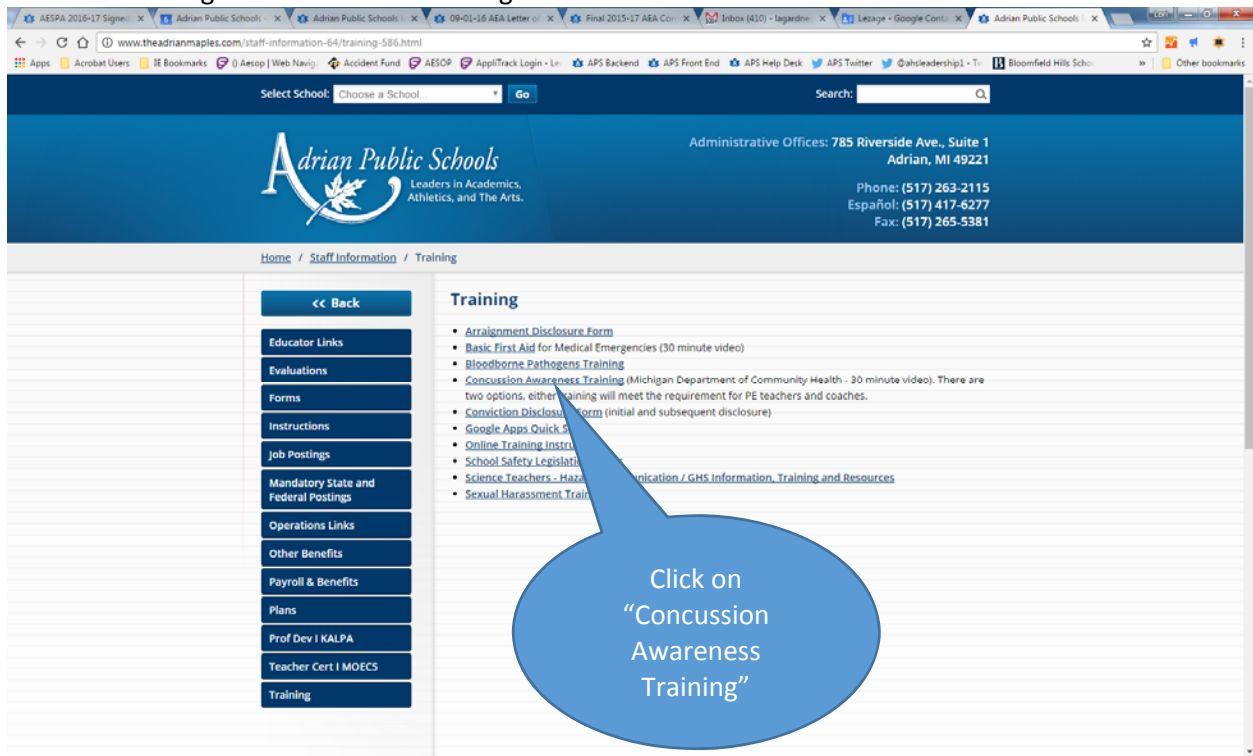


Instructions for accessing online Concussion Training:

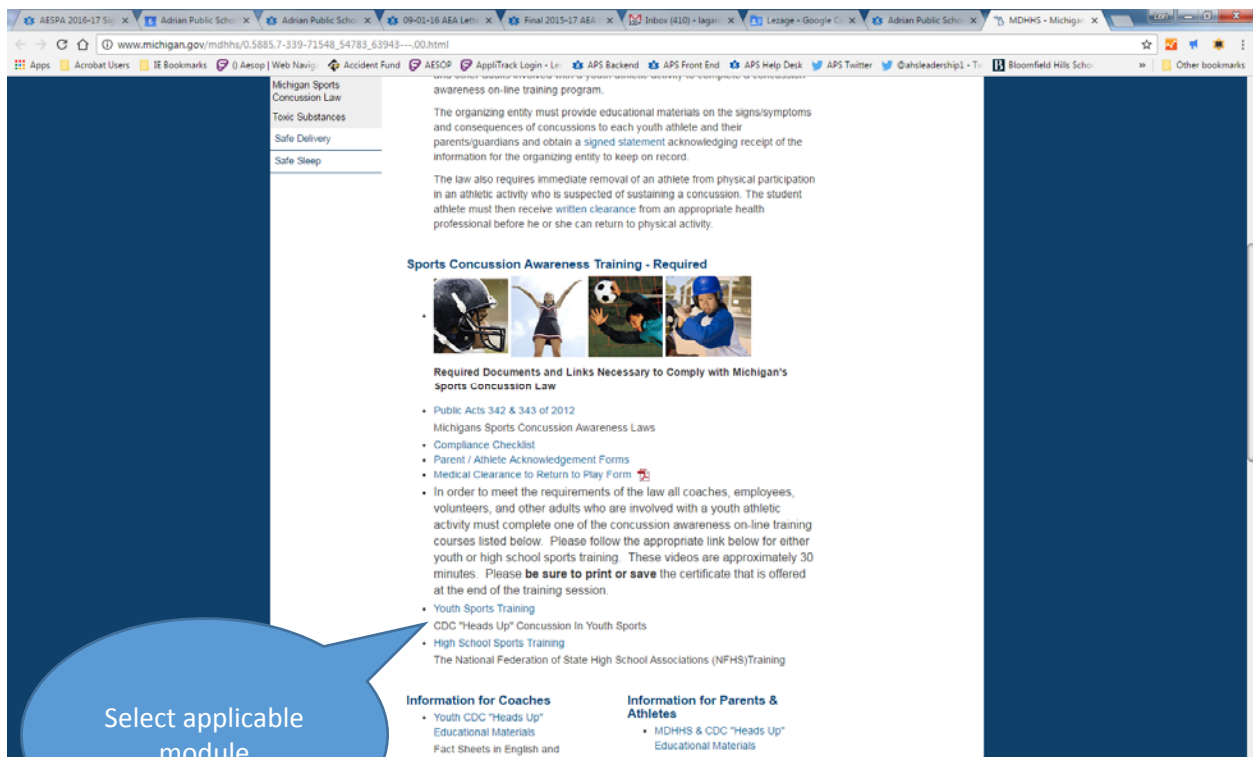
Go to www.theadrianmaples.com

Click on “Staff Information” tab on left side of navigation bar

Click on “Training” tab on left side of navigation bar



The screenshot shows the Adrian Public Schools website. The header includes the school logo and contact information: Administrative Offices: 785 Riverside Ave., Suite 1, Adrian, MI 49221. Phone: (517) 263-2115, Español: (517) 417-6277, Fax: (517) 265-5381. The navigation bar shows 'Home / Staff Information / Training'. A sidebar on the left contains a list of links: << Back, Educator Links, Evaluations, Forms, Instructions, Job Postings, Mandatory State and Federal Postings, Operations Links, Other Benefits, Payroll & Benefits, Plans, Prof Dev I KALPA, Teacher Cert I MOECS, and Training. The main content area is titled 'Training' and lists several links: Arraignment Disclosure Form, Basic First Aid for Medical Emergencies (30 minute video), Bloodborne Pathogens Training, Concussion Awareness Training (Michigan Department of Community Health - 30 minute video). There are two options, either training will meet the requirement for PE teachers and coaches., Conviction Disclosure Form (initial and subsequent disclosure), Google Apps Quick Start, Online Training Instructions, School Safety Legislation, Science Teachers - Hazardous Waste Communication / GHS Information, Training and Resources, and Sexual Harassment Training. A blue callout bubble with the text 'Click on "Concussion Awareness Training"' points to the corresponding link in the list.



The screenshot shows the Michigan Department of Health and Human Services website. The page title is 'Sports Concussion Awareness Training - Required'. The content includes a paragraph about the organizing entity providing educational materials and obtaining a signed statement. It also states that the law requires immediate removal of an athlete from physical participation if suspected of sustaining a concussion. Below this, there is a section titled 'Sports Concussion Awareness Training - Required' with a row of four images showing athletes in various sports. Underneath, there is a section 'Required Documents and Links Necessary to Comply with Michigan's sports concussion Law' with a list of links: Public Acts 342 & 343 of 2012, Michigans Sports Concussion Awareness Laws, Compliance Checklist, Parent / Athlete Acknowledgement Forms, and Medical Clearance to Return to Play Form. A note states that coaches, employees, volunteers, and other adults involved with youth athletic activity must complete one of the concussion awareness on-line training courses. Below this, there is a list of training options: Youth Sports Training, CDC "Heads Up" Concussion In Youth Sports, High School Sports Training, and The National Federation of State High School Associations (NFHS) Training. At the bottom, there are two columns: 'Information for Coaches' and 'Information for Parents & Athletes'. A blue callout bubble with the text 'Select applicable module' points to the 'Youth Sports Training' link in the list.

The Youth Sports Training module is pretty straight forward.

If you select the “High School Sports Training” module, please review the following screenshots to advance through the proper steps.

The screenshot shows the NFHS Learning Center homepage. At the top, there is a navigation bar with the NFHS Learning Center logo and links for COURSES, NFHSLearn FOR YOU, USER LOOKUP, and HELP. Below the navigation bar, the main heading reads "Interscholastic Education, Made Easy." Underneath, a section titled "Most Popular Courses" features four circular icons: "Umpiring Softball", "Fundamentals of Coaching", "First Aid", and "Concussion Courses". A blue callout bubble points to the "Concussion Courses" icon with the text "Click on 'Concussion Courses'". Below the course icons is a banner image of a football player with a megaphone, overlaid with a red banner that says "5 MILLION Courses Delivered".

The screenshot shows the "Sign Up with NFHS Learning Center" page. At the top, there is a progress indicator with three steps: "1 Account Setup", "2 Personal Information", and "3 Profile Information". The "Account Setup" step is currently active. Below the progress indicator, there is a form with the following fields: "Email address*" (filled with test@adrian.k12.mi.us), "Confirm email address*" (filled with test@adrian.k12.mi.us), "Password*" (filled with asterisks), and "Confirm password*" (filled with asterisks). A red error message below the password field reads "Please enter at least 8 characters" and "Password and confirm password is not matching". A blue "Next" button is located at the bottom of the form. A blue callout bubble points to the "Next" button with the text "Complete 'Account Setup'. Click Next." To the left of the form is a small image of a football player in an orange jersey.

Be sure password contains at least 8 characters.

Complete "Account Setup".
Click Next.

200792

Account Setup Personal Information Profile Information

Personal

First name*
Test

Last name*
File

Address line 1*
785 Riverside Ave

Address line 2
Address Line 2

City*
Adrian

State*
Michigan

Zip*
49221

Phone number*
517-264-0000

Next

Complete "Personal" information. Click Next.

Account Setup Personal Information Profile Information

Profile Information

Hi Test

Upload a different photo...
Choose File

Your primary position(s)*
 Parent Coach
 Administrator Student
 Official Others
 Music Adjudicator

what sports are you involved with?
Football

Your School/Organization

State*
Michigan

City*
Adrian

Full name of school/organization*
Adrian Public Schools

N/A

What state will you be taking NFHS courses for?*

Michigan

Yes, I would like to receive email updates from the NFHS about new features, special offers and new and upcoming NFHS courses and resources.

Complete "Profile Information". Click Next.

The screenshot shows the NFHS Learning Center dashboard. At the top, there is a navigation bar with the NFHS Learning Center logo and menu items: DASHBOARD, COURSES, NFHSLearn FOR YOU, USER LOOKUP, and HELP. Below the navigation bar is a dark header with a user profile icon and the text 'Test File' and 'Coach Michigan'. The main content area features a sidebar on the left with navigation options: Home, Coach's Portal, My Courses, My National Certification, My Achievements, My Account, and Tutorial. The main content area has a yellow callout box titled 'Verify Your Account' with the text: 'Please verify that test@adrian.k12.mi.us is an up-to-date email address for your account'. Below this text are two buttons: 'This Email is Accurate' and 'Update Account Information'. A blue callout bubble points to the 'This Email is Accurate' button with the text: 'Click "This Email is Accurate".'. Below the callout box, there is a section titled 'Michigan State Coaching Requirements' with a sub-section for 'Concussion in Sports Elective Courses' showing 'Not Purchased' and an 'Order Course' button. Below that is a section for 'National Certification Requirements'.

The screenshot shows the NFHS Learning Center dashboard. At the top, there is a navigation bar with the NFHS Learning Center logo and menu items: DASHBOARD, COURSES, NFHSLearn FOR YOU, USER LOOKUP, and HELP. Below the navigation bar is a dark header with a user profile icon and the text 'Test File' and 'Coach Michigan'. The main content area features a sidebar on the left with navigation options: Home, Coach's Portal, My Courses, My National Certification, My Achievements, My Account, and Tutorial. The main content area has a section titled 'Michigan State Coaching Requirements' with a sub-section for 'Concussion in Sports Elective Courses' showing 'Not Purchased' and an 'Order Course' button. A blue callout bubble points to the 'Order Course' button with the text: 'Click "Order Course".'. Below this section are two cards for 'Accredited Interscholastic Coach Requirements' and 'Certified Interscholastic Coach Requirements', both showing a progress indicator of '0' and a 'View Details' button. Below these cards is a section for 'Made In Football Coach Certification'.

Browser tabs: AESPA 2016-17, Adrian Public S..., Adrian Public S..., 09-01-16 AEA..., Final 2015-17, Inbox (412), Lease - Goog..., Adrian Public S..., MDHHS - Mich..., NFHSLearn

Address bar: nfhsllearn.com/courses/61064/concussion-in-sports

Navigation: DASHBOARD COURSES NFHSLearn FOR YOU USER LOOKUP HELP


CONCUSSION IN SPORTS

Elective Course

Coachs Parents Administrators Officials Music Adjudicators

Order Course

Course Details



Concussion in Sports

Related Courses

Concussion for Students

Click "Order Course".

Browser tabs: AESPA 2016-17, Adrian Public S..., Adrian Public S..., 09-01-16 AEA..., Final 2015-17, Inbox (412), Lease - Goog..., Adrian Public S..., MDHHS - Mich..., NFHSLearn

Address bar: nfhsllearn.com/courses/61064/concussion-in-sports

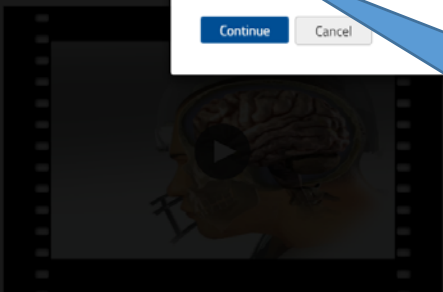
Navigation: DASHBOARD COURSES NFHSLearn FOR YOU USER LOOKUP HELP

CONCUSSION IN SPORTS

Elective Course

Order Course

Course Details



Concussion in Sports

Related Courses

Concussion for Students

This course(s) will be completed by:

- Myself
- Others

Continue **Cancel**

Click "Myself".

Browser tabs: AESPA 2016-17, Adrian Public S..., 09-01-16 AEA..., Final 2015-17, Inbox (412), Lease - Goog..., Adrian Public S..., MDHHS - Mich..., Shopping Cart

Browser address bar: nfnslern.com/nfha_shop/cart

Your Shopping Cart

Courses for myself

Course	State	Item Total
Concussion in Sports	Michigan	\$0.00

Courses for myself subtotal: \$0.00

Total: \$0.00

Continue Shopping [Checkout](#)

Footer: Home, Courses, Resources, Our Organization, Latest Tweet

Click "Checkout".

Browser tabs: AESPA 2016-17, Adrian Public S..., 09-01-16 AEA..., Final 2015-17, Inbox (412), Lease - Goog..., Adrian Public S..., MDHHS - Mich..., NPHS SHOP

Browser address bar: Secure | https://nfnslern.com/nfha_shop/checkout/confirm

Progress: 1 Billing Information, 2 **Review Order**, 3 Payment Information


Your Order

Course	State	Price
Concussion in Sports	MI	\$0.00

Subtotal: **\$0.00**

Total: \$0.00

I agree to the NPHS No Refund Policy for online education courses, except for merchant duplicate purchases.

[Continue](#) 

Order Summary

Courses for Myself	\$0.00
Courses for Distribution	\$0.00
Other Items	\$0.00
Total:	\$0.00

Footer: Home, Courses, Resources, Our Organization, Latest Tweet

Click "Continue".

Your Order Receipt

Your order has been processed. A receipt is shown below, which includes a link to a print friendly version. To access your course(s) please [Click here](#).

Thank you for your interest in NFHS Coach Education. Credit Card Payment to: National Federation of State High School Associations

Open Printable Version

Invoice Num:	R472523343
Date:	03/06/2017
Total:	\$0.00
Name:	Test File
Payment Method:	Free Course

Courses for Myself

Item	State	Quantity	Price	Total
Concussion in Sports	MI			

Click "Click here".

NFHS.org | NFHSLearn.com

Test File
Coach
Michigan

My Courses

Concussion in Sports
Elective Courses
0% Completed
Active until: 06/04/2017

Begin Course | Download Certificate

Click "Begin Course".

Follow online prompts through completion of course.
Be sure to turn in Certificate of Completion to Chris Moore in the Athletic Office.