

How to Get to On-Line Professional Development

***You must make sure your pop up blocker is off in order to do these on-line modules. In order to turn it off, please follow these steps:

1. Go to internet explorer
 2. Go to "Tools"
 3. Go to "Pop Up Blocker"
 4. Turn OFF pop up blocker
 5. (If you have a Google toolbar, you can access it straight from there.)
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1. Go to www.region10.org
2. Scroll down to "Quick links"
3. Go to "Online Learning Center"
4. Go to "Professional Development"
5. Click on any of the required courses: (These can be taken in any order and take about 30 minutes each!)

[Bloodborne Pathogens](#) (there are four small sections of this one)

[Diabetes II](#)

[Legal Issues: FERPA, Child Abuse Reporting and Copyright Law](#)

[Legal Issues: Section 504](#)

[Legal Issues: Sexual Harassment](#)

6. Go to "Enroll and take course"
7. Fill in your information then click "enroll"
8. Follow the instructions – after watching the interactive video, you will be asked to take a short quiz (10-15 questions), and when you are finished you will be able to print your certificate. You will need to keep a copy for yourself and give one to your principal as proof that you have completed the required training.
9. If you have any problems with the course, please call Mark McNeal at Region 10 at 972.348.1162; he is the help desk for the trainings.