YQCA

YOUTH FOR THE QUALITY CARE OF ANIMALS

Food Safety – Animal Well Being – Character

Getting Your YQCA Web-Based Certification

CREATING AN ACCOUNT

Creating An Account

Go to https://yqca.learngrow.io

4-H Online Sign In

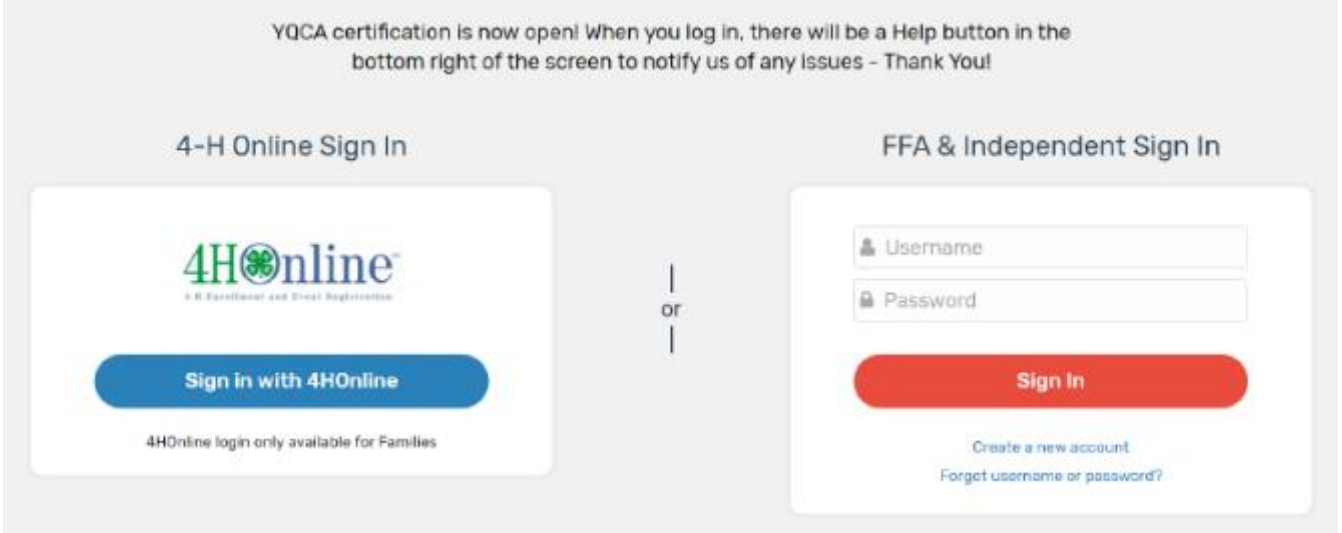
If you have an Active account in 4-H Online, select to Sign in with 4HOnline.

Will be prompted so select a state, then enter the Login information for your 4-H Online account.

After successfully logging in, you will be given a list of Active family members. Select a family member and start the account creation process.

FFA & Independent Sign In

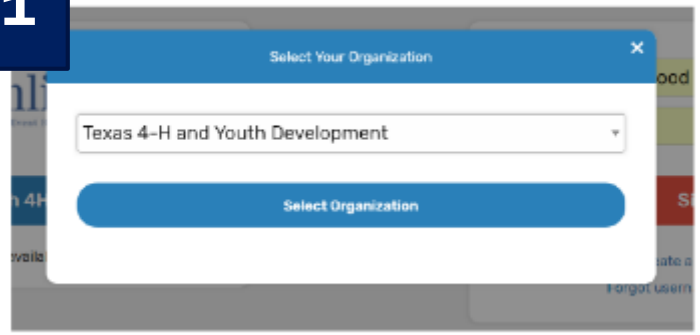
For FFA members and those who do not have an active 4-H Online account



Creating An Account – 4-H Online

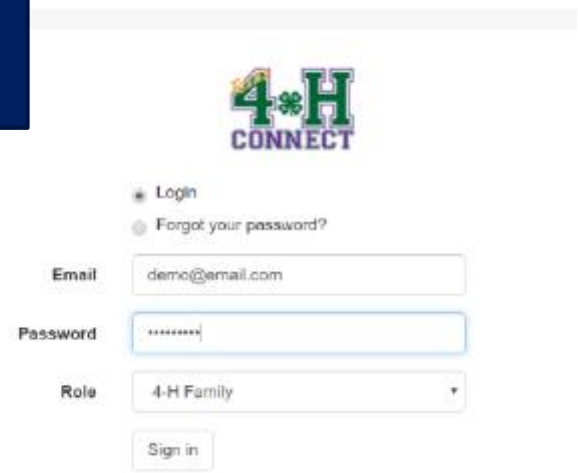
1

Select a 4-H Organization



2

Login with 4-H Credentials



3

Select a Family Member

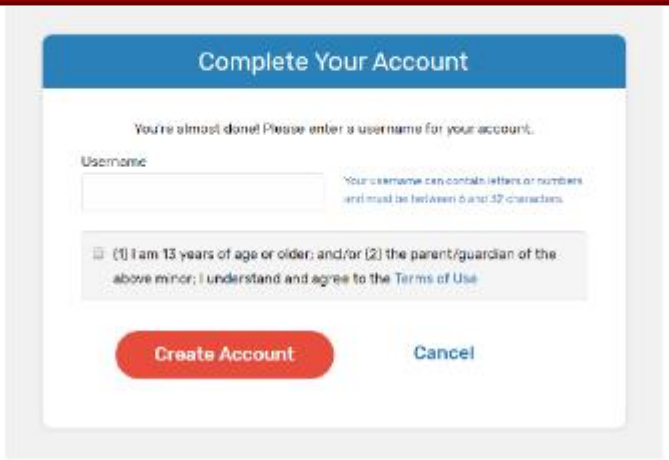
Member's status must be active. If you're not sure of the member's status, log in to 4-H Online to few the status on the member screen. To check the progress of member activation in 4-H Online, contact your county 4-H office.



4

Enter a Username

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

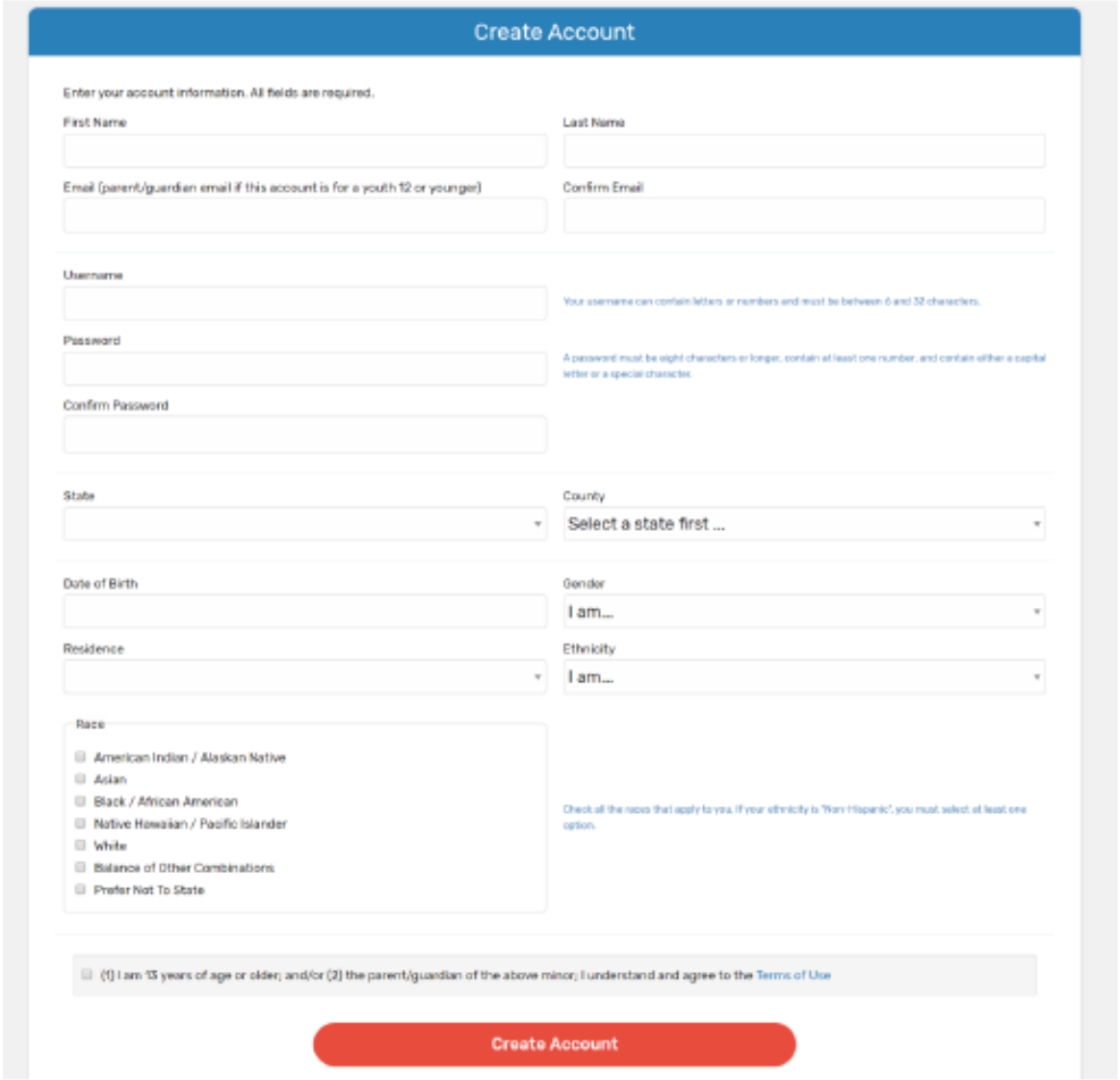


Creating An Account – FFA & Independent

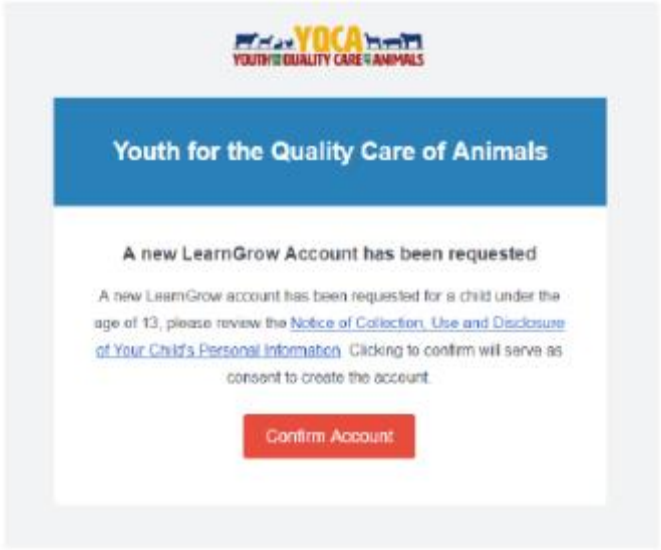
Enter information for the individual whose name will appear on the certificate

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

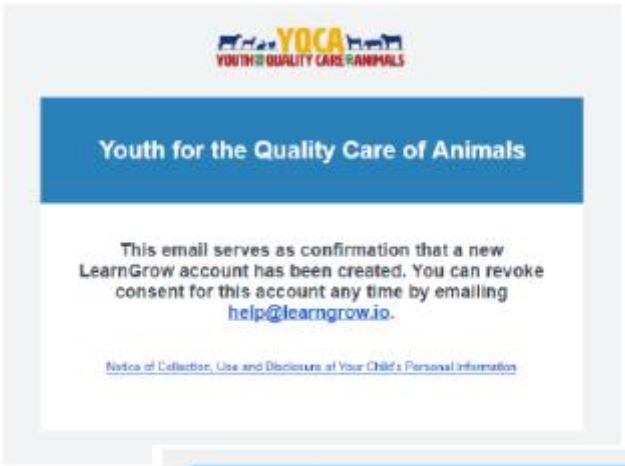
Email entered for member that is 12 or younger, must be that of a parent or guardian

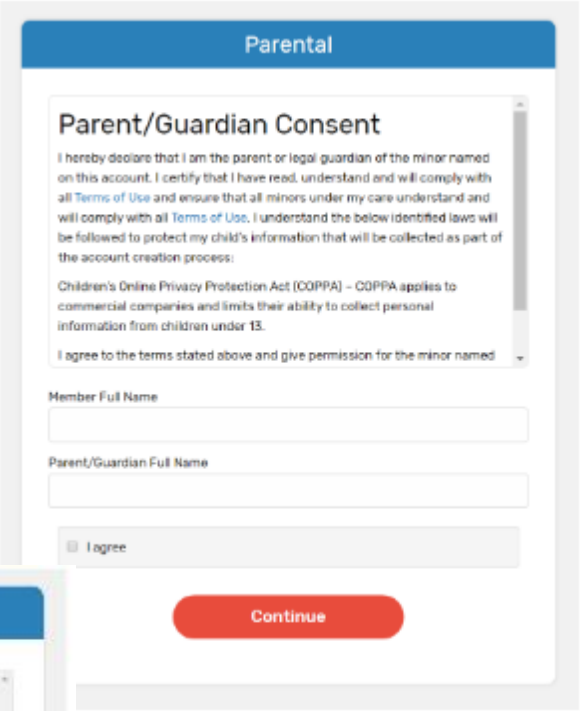


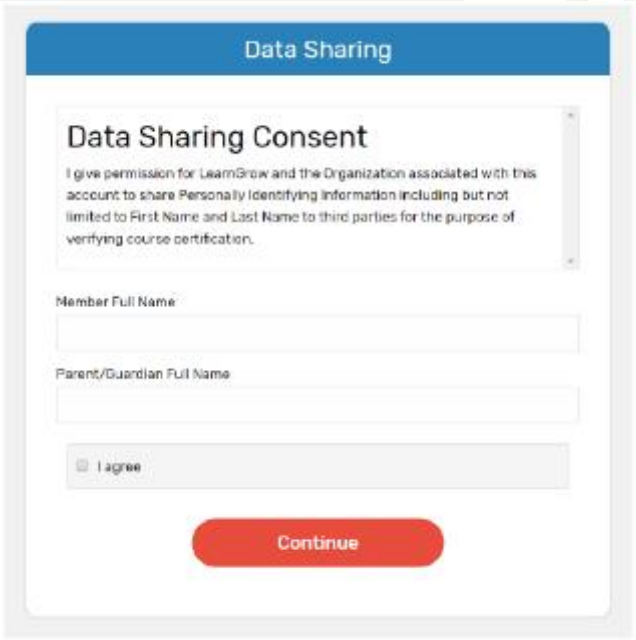
Creating An Account – FFA & Independent



For members 12 or younger







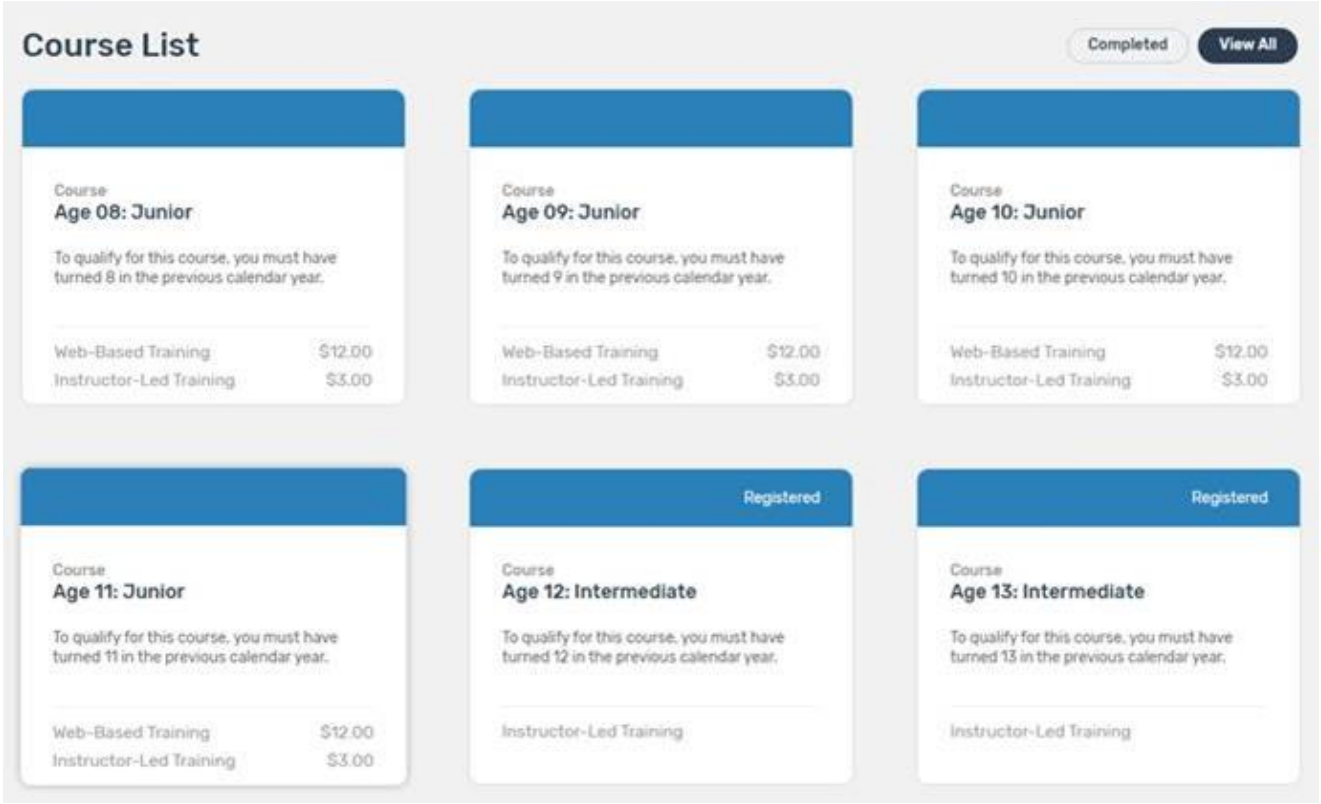
NAVIGATING THE ACCOUNT

Navigating The Account

Home screen for member

To start a course, click one of the course listed

- Be sure the select Web-Based Training
- Read the description of the course carefully to make sure the individual associated with the account meets the requirements



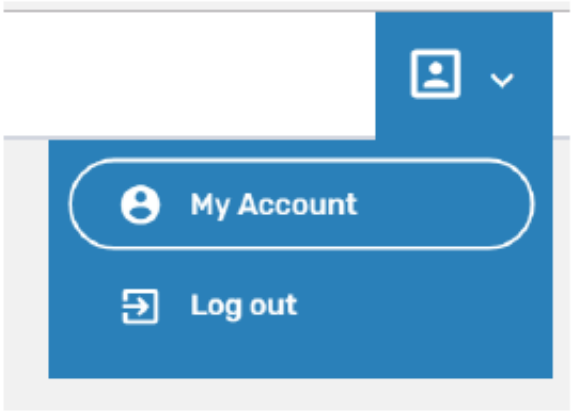
Navigating The Account - Menu

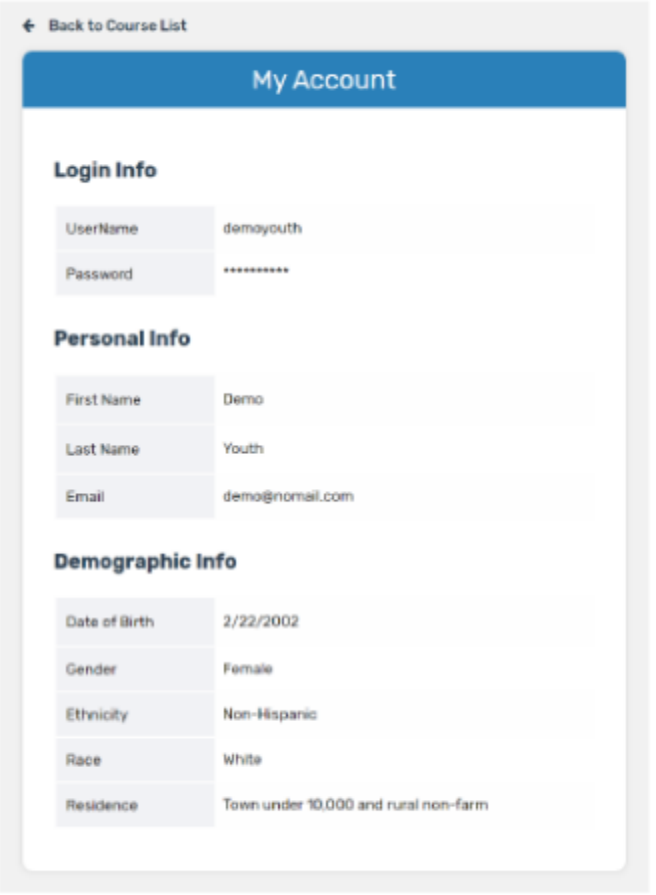
Account Menu

- Upper right of every screen after logging in

My Account Screen

- Shows individual's information
- If account is not linked to 4-H Online, password and email can be changed here





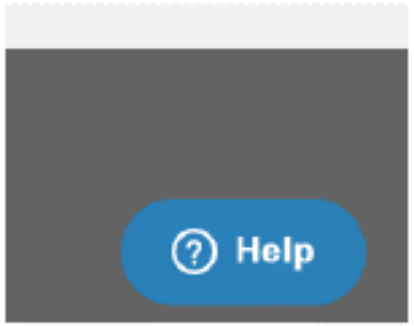
Navigating The Account - Help

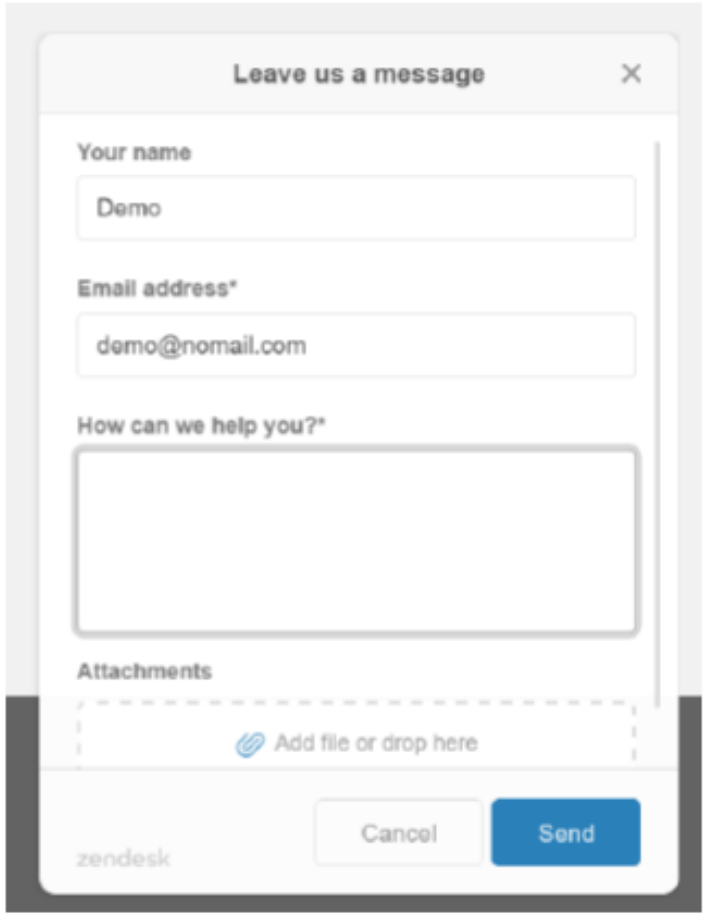
Help

- Lower right of every screen after logging in

Getting Help

- After clicking ‘Help’, user will be presented with a screen to send a message

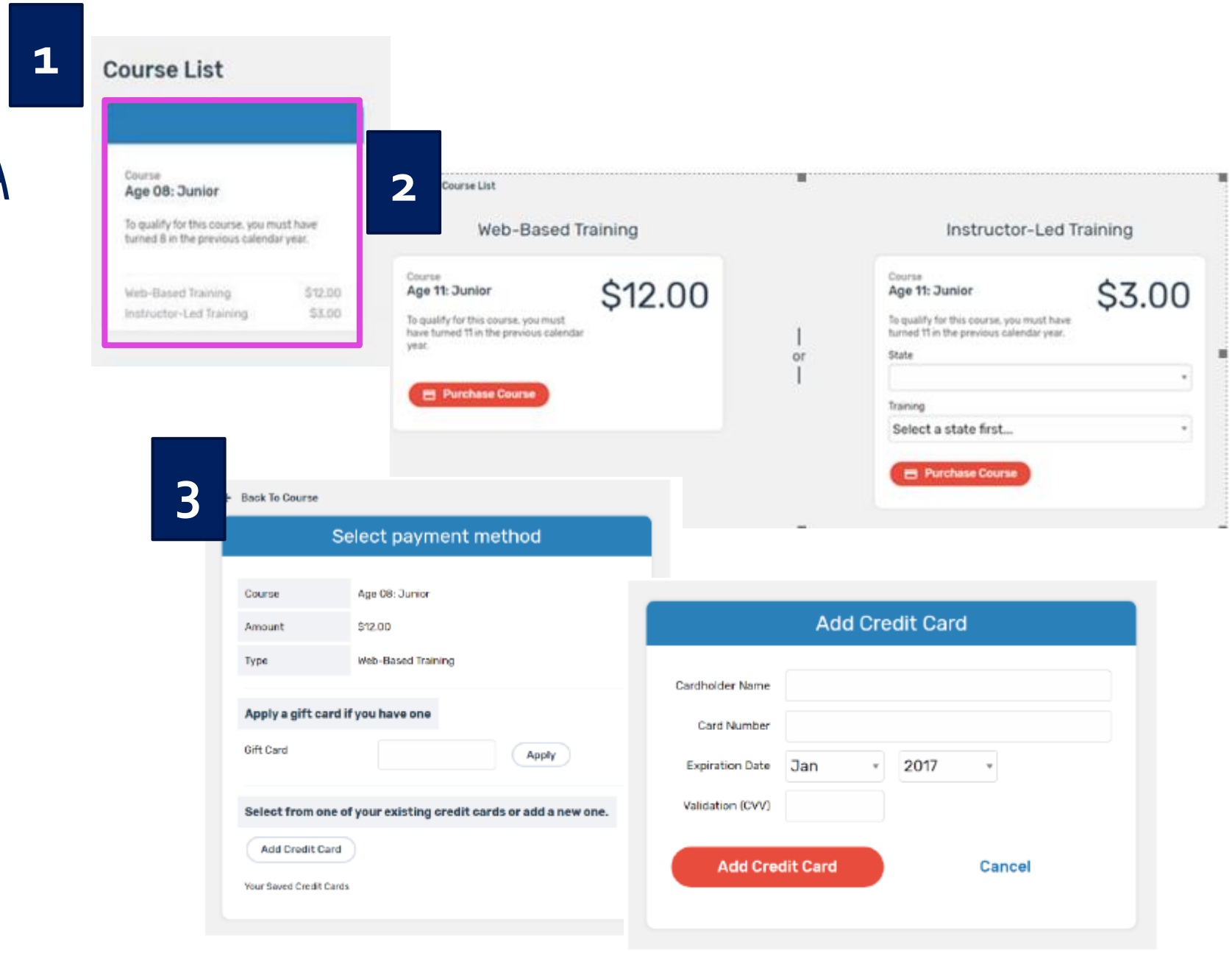




PURCHASING A COURSE

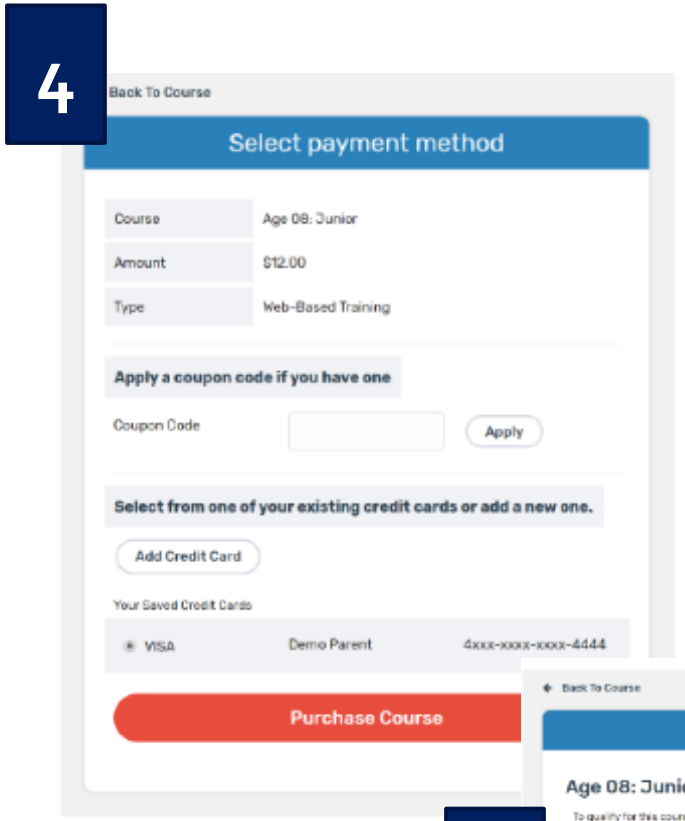
Purchasing A Course

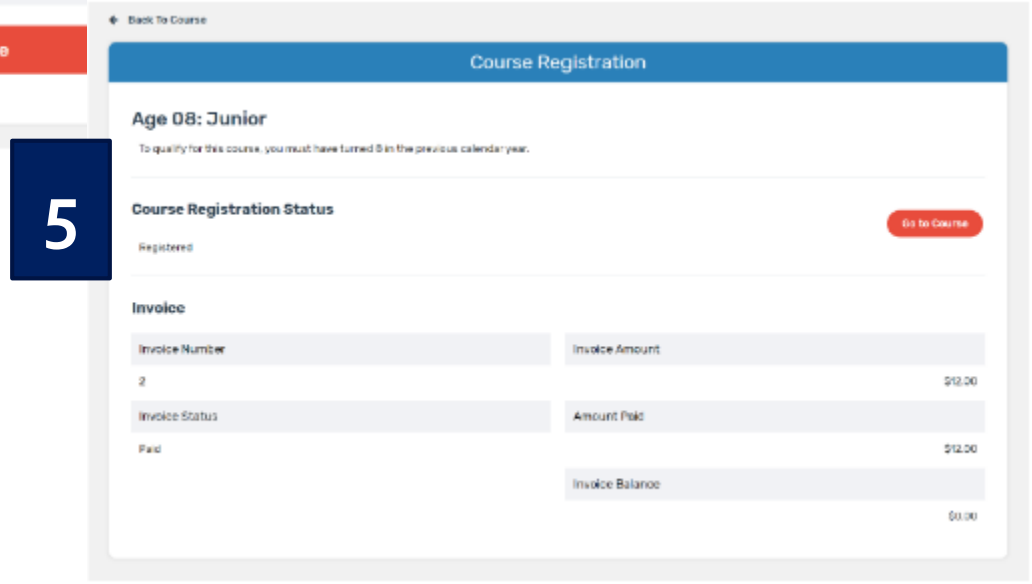
1. **Select a course**
2. **Purchase the course**
3. **Pay for the course**



Purchasing A Course and Taking Pre-Course Survey

4. **Finalizing payment**
5. **Viewing the receipt**
6. **After purchasing a course, an email will be sent inviting users to take a pre-course survey.**





COMPLETING CERTIFICATION

Completing A Course

Must pass 3 quizzes to get certified

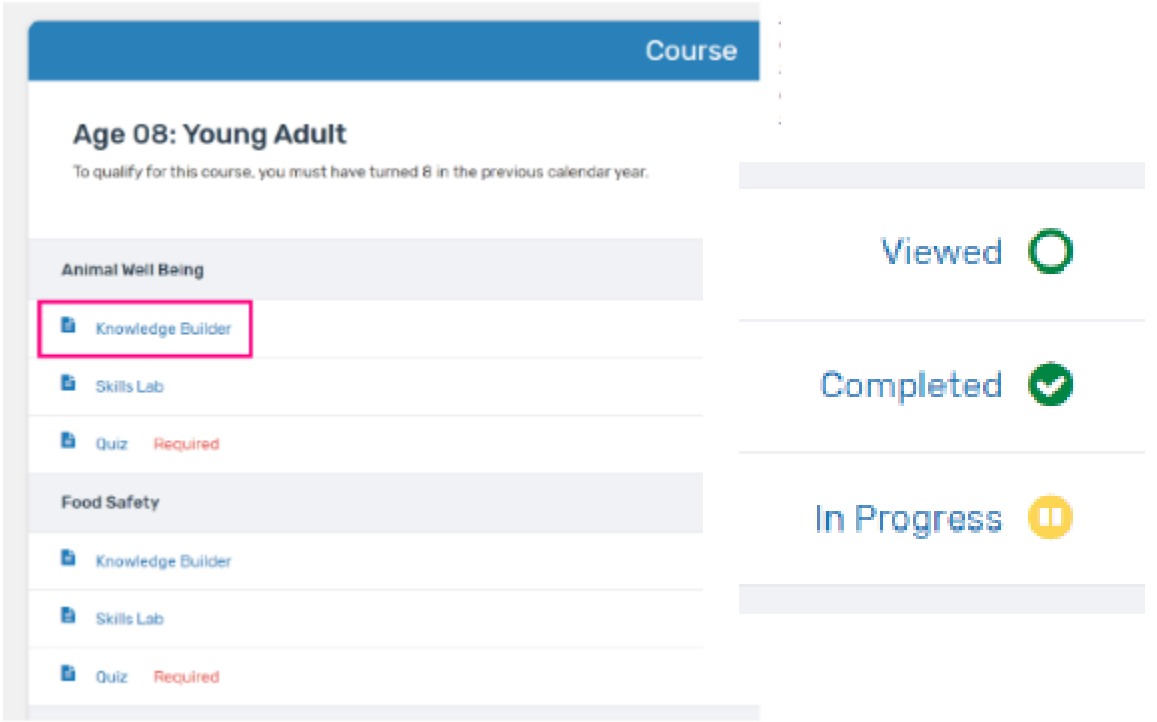
- Animal Well-Being
- Food Safety
- Life Skills

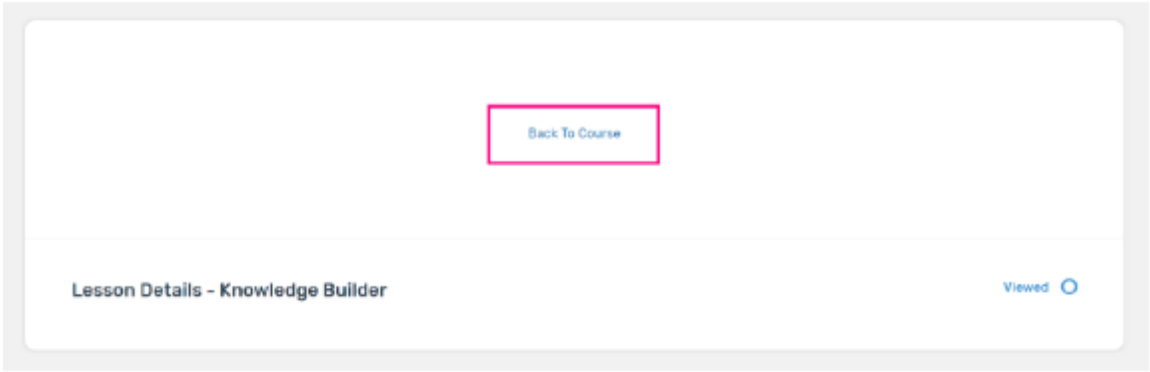
Select a Knowledge Builder and Skills to gain knowledge and test your skill

- Status will show throughout to track progress

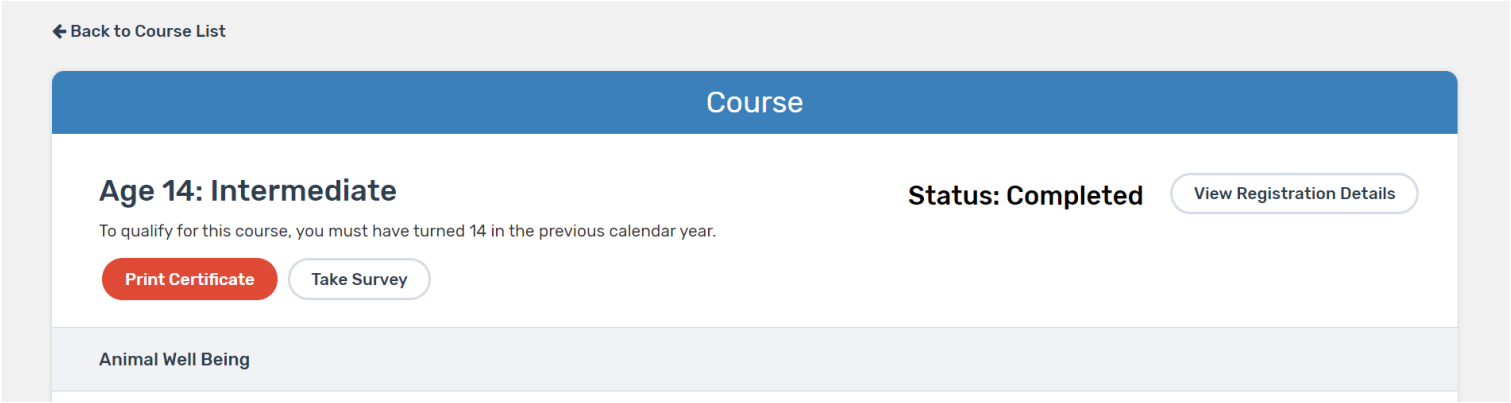
Back to Course

- Will return user to menu page to select another Knowledge Builder, Skills Lab or Quix





Printing A Certificate and Taking Post-Course Survey



Return to course menu screen to print certificate after all quizzes have been passed or access certificate number from email

Certificate can download as a PDF to save locally and/or send electronically. To print PDF, click on printer icon and send to local printer.

Upon completion of course, click "Take Survey" to access post-course survey

