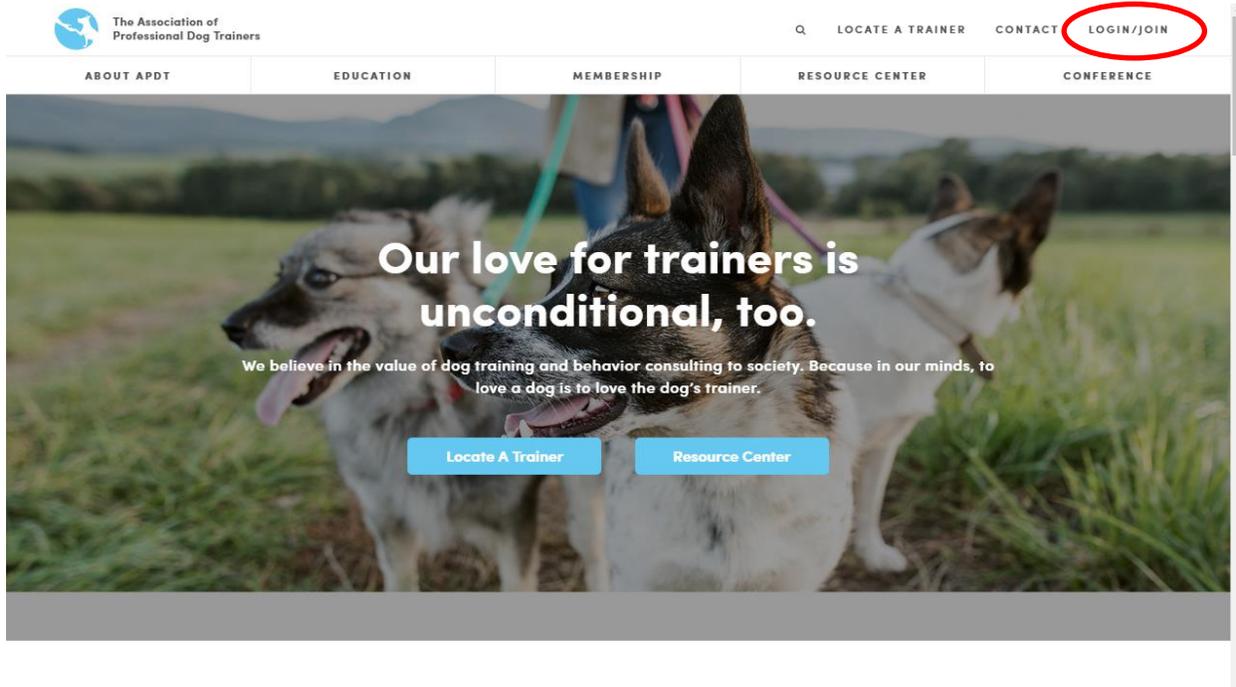


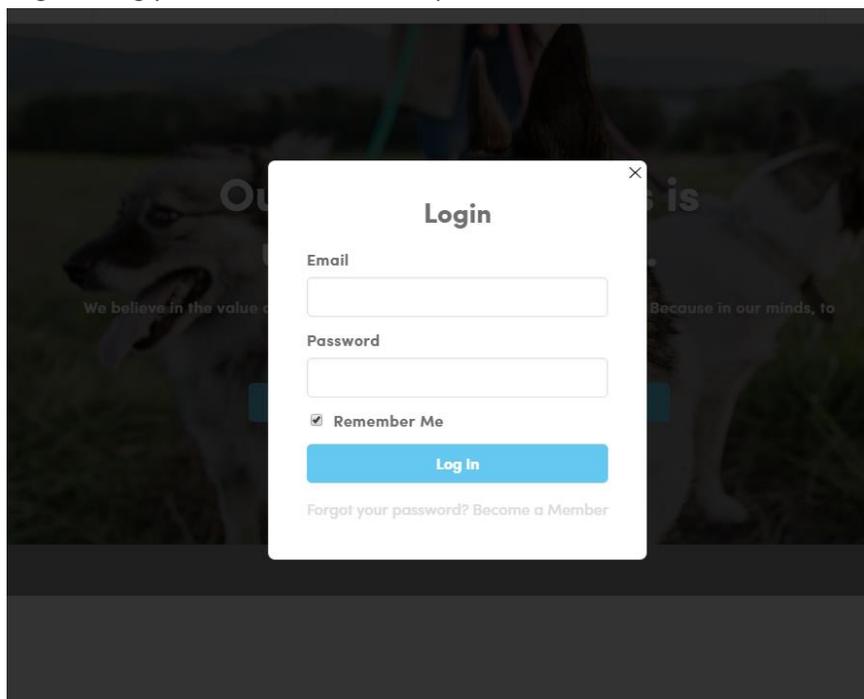
APDT eLearning

Navigating Certificate Courses

1. Access the APDT website at www.apdt.com and log in to your member account, by clicking on the “Login/Join” link at the upper right corner of the screen.



2. Log in using your email address and password.



3. Expand the “Education, CEUs and Resources” tab to access the Education dashboard.

ABOUT APDT EDUCATION MEMBERSHIP RESOURCE CENTER CONFERENCE

APDT Member Area

Welcome! This is your portal to access all of your benefits as an APDT member. Welcome! This is your portal to access all of your benefits as an APDT member. Welcome! This is your portal to access all of your benefits as an APDT member. Welcome! This is your portal to access all of your benefits as an APDT member. Welcome! This is your portal to access all of your benefits as an APDT member.

Manage Your APDT Membership

- Your Account +
- Education, CEUs, and Resources** +
- Member Benefits +
- APDT Community +
- APDT Conference | Las Vegas, Oct 12–15, 2017 +

Manage Your APDT Membership

- Your Account +
- Education, CEUs, and Resources -
 - Education Dashboard**
 - Claim Conference CEUS
 - Claim Webinar CEUs
 - Multi-week Course CEUs
 - APDT Body of Knowledge
 - APDT Meeting Minutes
 - Your APDT Online Courses
 - Member Educational Events
 - Employment and Internship
 - Free Train Your Dog Month Webinars (Link to Resource center article)
 - Speak! The APDT News Bulletin
 - Member Handouts and Business Templates
 - Train Your Dog Month
 - C.L.A.S.S.

Building Better Trainers Through Education.

Building Better Trainers Through Education.

4. You are now in your education dashboard. All courses you have registered for are listed.



Course Status

My Assignments

My Multi-Week Courses

[\(Reset/Refresh this list\)](#)

[Multi-Week Course Orientation Video](#)

Show only required assignments

K < 1 2 > X

Page 1 of 2, assignments 1 to 8 of 9.

Course	Syllabus	Discussion
+ Creating and Teaching Successful Group Classes	Syllabus	Online Discussion
+ Dog Training 101: What All Beginning Trainers Should Know	Syllabus	Online Discussion
+ Introduction to Learning Theory	Syllabus	Online Discussion
+ Know Your Audience: Fitting Your Services to Your Community Demands	Syllabus	Online Discussion
+ Introduction to Learning Theory	Syllabus	Online Discussion
+ Aggression and the Law: What Trainers Need to Know	Syllabus	Online Discussion
+ Making More Money as a Trainer! Offering Profitable and Ancillary Services	Syllabus	Online Discussion
+ Dog Training 101: What All Beginning Trainers Should Know	Syllabus	Online Discussion

K < 1 2 > X

Page 1 of 2, assignments 1 to 8 of 9.

5. To access weekly homework assignments, click on the “plus sign”.

The Association of Professional Dog Trainers

LOCATE A TRAINER CONTACT WELCOME, JENNIFER LOGOUT

ABOUT APDT EDUCATION MEMBERSHIP RESOURCE CENTER CONFERENCE

Course Syllabus Discussion

Creating and Teaching Successful Group Classes Syllabus Online Discussion

18 items in 3 pages

Week	Assignment	Instructor Notes	Assigned	Date Due	Status	Grade
1	<p>Pre-Course Prep: <i>It is strongly recommended that all students:</i></p> <ol style="list-style-type: none"> 1. View Course Orientation Video at least once 2. Review this Education Dashboard, note deadlines 3. Become familiar with Discussion Area <p>- Optional: introduce yourself to fellow classmates with a practice post</p> <p>- Note: This will NOT count toward required assigned Discussion Posts</p> <ol style="list-style-type: none"> 4. Secure Recommended Reading 		1/1/2015			
1	<p>Review Lecture Recording:</p> <ul style="list-style-type: none"> - View lecture recording - Audio recording of lecture - Download PDF of Presentation <p>Submit secret words from lecture</p>		6/3/2015	6/9/2015	Completed	✓ Pass
1	<p>Written Assignment:</p> <ul style="list-style-type: none"> - Use the Template for Outline of Group Class Proposal to draft an outline for a potential group class. (Limit to 1-2 pages. To be evaluated based on feasibility of logistical, safety, management, and set-up considerations.) - Upload within this Dashboard 		6/3/2015	6/9/2015	Submit Assignment	
1	<p>Recommended Reading:</p> <ul style="list-style-type: none"> - Coaching People to Train Their Dogs, pgs 121 to 127 - How to Run a Dog Business: Putting Your Career Where Your Heart Is (2nd Edition) 		6/3/2015	6/9/2015		
1			6/3/2015	6/9/2015	Submit Secret	

6. You can also click on the “plus sign” to access weekly lecture records (please note that the links activate when the recording is available).



ABOUT APDT		EDUCATION		MEMBERSHIP		RESOURCE CENTER		CONFERENCE	
Course						Syllabus		Discussion	
← Creating and Teaching Successful Group Classes						Syllabus		Online Discussion	
[K] [←] [1] [2] [3] [→] [X]						18 items in 3 pages			
Week	Assignment	Instructor Notes	Assigned	Date Due	Status	Grade			
1	Pre-Course Prep: <i>It is strongly recommended that all students:</i> 1. View Course Orientation Video at least once 2. Review this Education Dashboard, note deadlines 3. Become familiar with Discussion Area - Optional: introduce yourself to fellow classmates with a practice post - Note: This will NOT count toward required assigned Discussion Posts 4. Secure Recommended Reading		1/1/2015						
	Review Lecture Recording: - View lecture recording - Audio recording of lecture - Download PDF of Presentation		6/3/2015	6/9/2015	Completed	✓ Pass			
	Submit secret words from lecture Written Assignment: - Use the Template for Outline of Group Class Proposal to draft an outline for a potential group class. (Limit to 1-2 pages. To be evaluated based on feasibility of logistical, safety, management, and set-up considerations.) - Upload within this Dashboard		6/3/2015	6/9/2015	Submit Assignment				
	Recommended Reading:								



7. Full students will also need to click the “plus sign” to submit assignments.

The Association of Professional Dog Trainers

Q LOCATE A TRAINER CONTACT WELCOME, JENNIFER LOGOUT

ABOUT APDT EDUCATION MEMBERSHIP RESOURCE CENTER CONFERENCE

18 items in 3 pages

Week	Assignment	Instructor Notes	Assigned	Date Due	Status	Grade
1	<p>Pre-Course Prep: <i>It is strongly recommended that all students:</i> 1. View Course Orientation Video at least once 2. Review this Education Dashboard, note deadlines 3. Become familiar with Discussion Area - Optional: introduce yourself to fellow classmates with a practice post - Note: This will NOT count toward required assigned Discussion Posts 4. Secure Recommended Reading</p>		1/1/2015			
1	<p>Review Lecture Recording: - View lecture recording - Audio recording of lecture - Download PDF of Presentation</p>		6/3/2015	6/9/2015	Completed	✓ Pass
1	<p>Submit secret words from lecture Written Assignment: - Use the Template for Outline of Group Class Proposal to draft an outline for a potential group class. (Limit to 1-2 pages. To be evaluated based on feasibility of logistical, safety, management, and set-up considerations.) - Upload within this Dashboard</p>		6/3/2015	6/9/2015	Submit Assignment	
1	<p>Recommended Reading: - Coaching People to Train Their Dogs, pgs 121 to 127 - How to Run a Dog Business: Putting Your Career Where Your Heart Is (2nd Edition)</p>		6/3/2015	6/9/2015		
1			6/3/2015	6/9/2015	Submit Secret Words	
2	<p>Review Lecture Recording: - View lecture recording - Audio recording of lecture - Download PDF of Presentation</p>		6/10/2015	6/16/2015	Submit Secret Words	



8. To access the course discussion area click on the link located to the right of the course name on your dashboard.

Course Status

My Assignments

My Multi-Week Courses

(Reset/Refresh this list)

Multi-Week Course Orientation Video

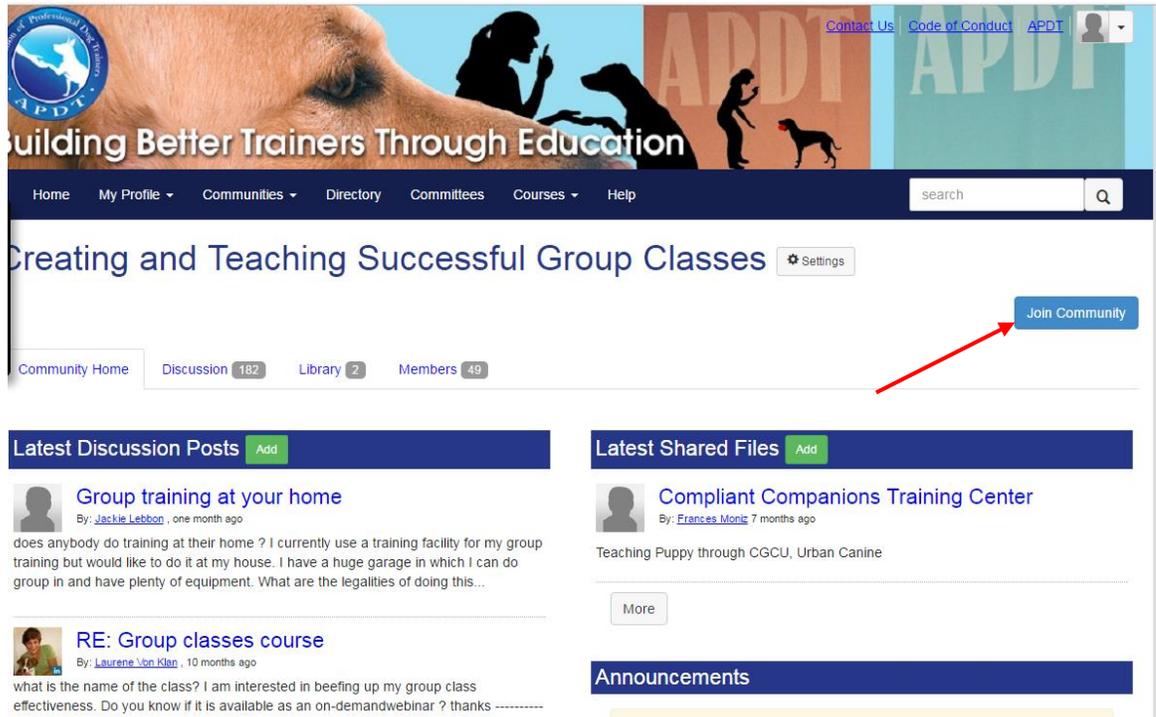
Show only required assignments

Page 1 of 2, assignments 1 to 8 of 9.

Course	Syllabus	Discussion
+ Creating and Teaching Successful Group Classes	Syllabus	Online Discussion
+ Dog Training 101: What All Beginning Trainers Should Know	Syllabus	Online Discussion
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+ Introduction to Learning Theory	Syllabus	Online Discussion
+ Aggression and the Law: What Trainers Need to Know	Syllabus	Online Discussion
+ Making More Money as a Trainer! Offering Profitable and Ancillary Services	Syllabus	Online Discussion
+ Dog Training 101: What All Beginning Trainers Should Know	Syllabus	Online Discussion

Page 1 of 2, assignments 1 to 8 of 9.

9. The first time you visit the Discussion Area, you must click on the blue “Join Community button (you may be prompted to set up Community details).



10. To see posts from classmates, click on the “Discussion” Tab.



11. To view a post, click on the subject under the column labeled “Thread Subject”.

APDT logo: [Contact Us](#) [Code of Conduct](#) [APDT](#)

Building Better Trainers Through Education

Home My Profile ▾ Communities ▾ Directory Committees Courses ▾ Help search

Creating and Teaching Successful Group Classes

Community Home Discussion **182** Library **2** Members **49**

1 to 50 of 75 threads (182 total posts)

Thread Subject	Replies	Last Post
Group training at your home ←	0	one month ago by Jackie Lebbon
Group classes course	1	10 months ago by Laurene Von Klan
How Do You Share Homework ?	2	one year ago by Patrice Kuiken
Final grades	0	one year ago by Jennifer Franco
Websites	4	one year ago by Kate Powell
Group / High ValueTreats	4	one year ago by Kate Powell
New ideas	2	one year ago by Eric Jackson

12. To post a reply to a discussion thread, click on the blue box labeled “Reply to discussion”

The screenshot shows a forum interface with a dark blue header containing navigation links: Home, My Profile, Communities, Directory, Committees, Courses, and Help. A search bar is on the right. Below the header, there are tabs for 'Community Home', 'Discussion' (182), 'Library' (2), and 'Members' (49). A 'Join Community' button is in the top right. The main content area shows a post titled '1. Group training at your home' with 0 replies and a 'Recommend' button. The post text asks if anyone does training at home. A red arrow points to a blue 'Reply to Discussion' button next to the post.

13. To post a new message click on the button labeled “Post New Message”.

The screenshot shows a forum thread list with a banner at the top that reads 'Building Better Trainers Through Education'. The header is the same as in the previous screenshot. Below the header, there are tabs for 'Community Home', 'Discussion' (182), 'Library' (2), and 'Members' (49). A 'Join Community' button is in the top right. The main content area shows a list of threads with columns for 'Thread Subject', 'Replies', and 'Last Post'. A red arrow points to a green 'Post New Message' button in the bottom right corner of the thread list area.

Thread Subject	Replies	Last Post
Group training at your home	0	one month ago by Jackie Lebbon
Group classes course	1	10 months ago by Laurene Von Klan
How Do You Share Homework ?	2	one year ago by Patrice Kuiken
Final grades	0	one year ago by Jennifer Franco
Websites	4	one year ago by Kate Powell
Group / High ValueTreats	4	one year ago by Kate Powell
New ideas	2	one year ago by Eric Jackson
#4 Pomeranian Drama	2	one year ago by Kate Powell