

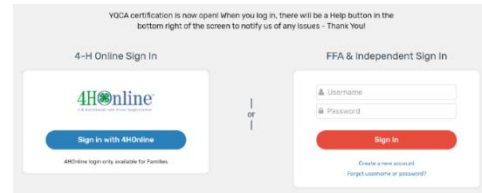


Getting Your YQCA Certification

Creating And Logging Into A YQCA Account

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

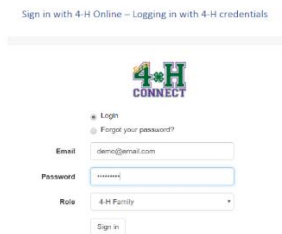
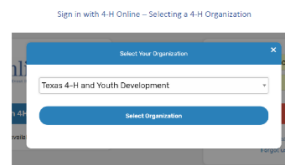
Step 2: Sign in with 4-H Online or FFA & Independent Account



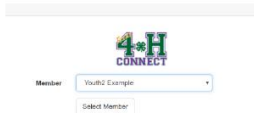
4-H Online Steps

*This is for youth with an active 4-H Online account

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



Sign in with 4-H Online - Selecting a Family Member



To create an account from a 4-H Online member record, the member's status must be active. If you are not sure of the status for each member, log in to your 4-H Online and view the status of each member on the member list screen. To check on the progress of member activation in 4-H Online, contact your county 4-H office.

3. Select a Family Member

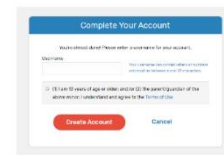
Member's status must be active. If

you're not sure of the member's status, log in to 4-H Online to view 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.

Sign in with 4-H Online - Enter a Username



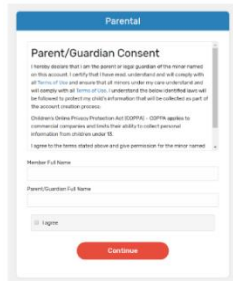
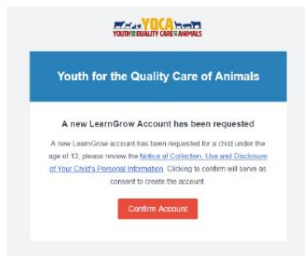
FFA & Independent Steps

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.

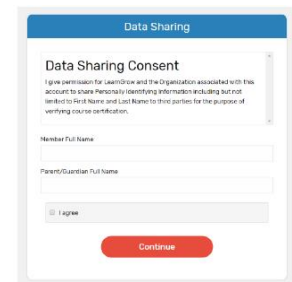
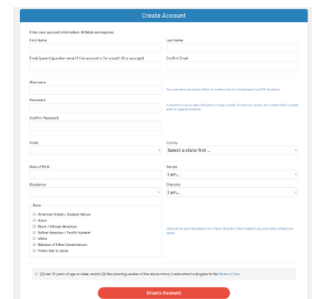
The email entered for a member that is 12 or younger must be that of a parent or guardian

2. Retrieve email from LearnGrow to confirm account



3. Have parent/guardian complete parental consent

4. Have parent/guardian consent to data sharing



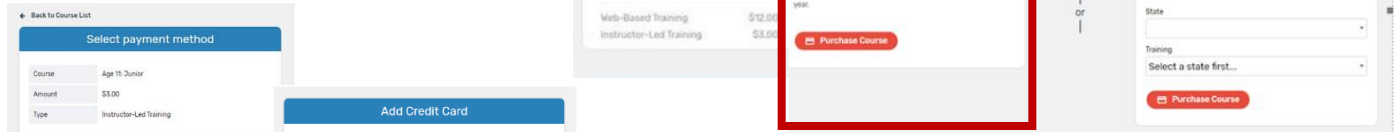


Getting Your YQCA Certification

Purchasing A Web-based Training

Step 1: Select a course

Step 2: Select “Purchase Course”

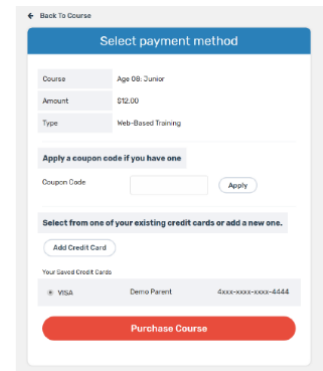
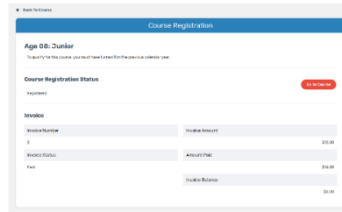


Step 3: Select payment method – coupon code or credit card

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

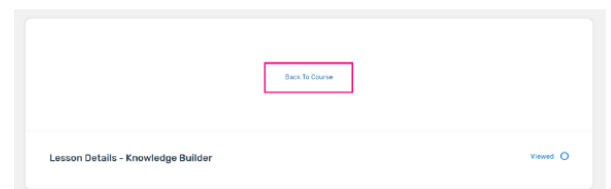
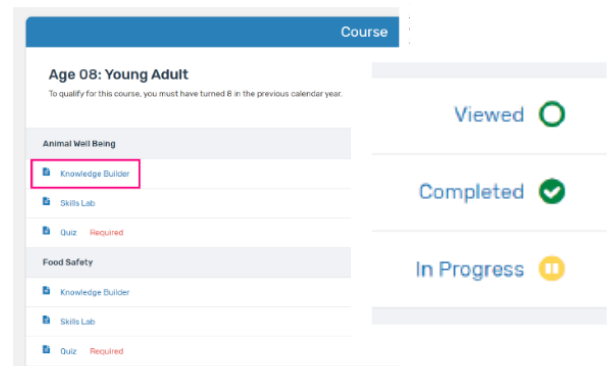
Must pass 3 quizzes - Animal Well-Being, Food Safety, and Life Skills

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

Printing Certification

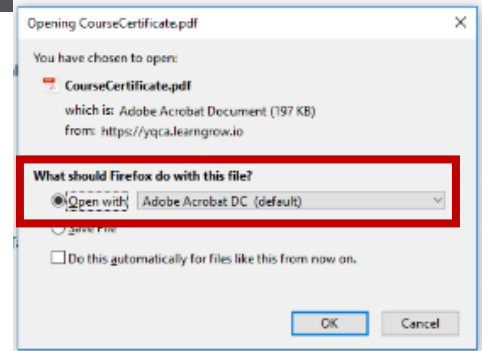
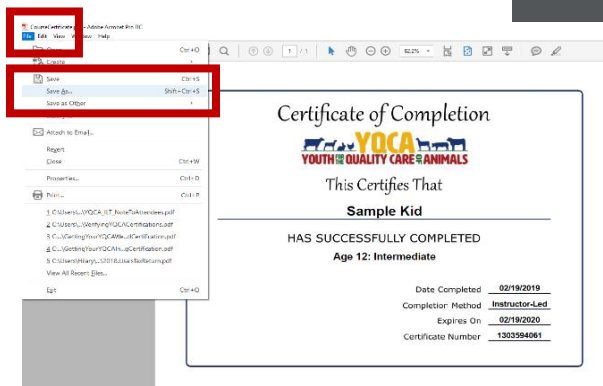
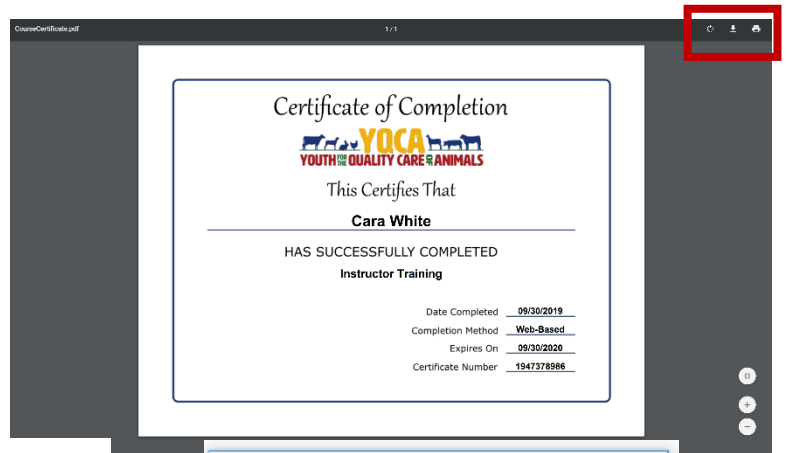
Step 1: Return to course menu screen to access certificate.



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.

