

PREPARE/ENRICH On Demand Certification Training Directions

Account Creation: To begin the online training, you must enter the required information, review and accept the terms and privacy policy, and purchase the On Demand Certification Training. If you have a Promotional Code, it can be entered as you register online.

Login Information: The system will then assign an *ID Number* and *Password* you can use to login and complete the training.

Training Sections: The On Demand Certification Training covers 12 sections. Each section requires 3 steps to complete.

Step 1: View/Print the Resource Guide (PDF). These short documents function as a training outline and reference for the core information covered in each section. For your convenience, Sample Report Pages and Sample Workbook Exercises are already included as part of each document.

Step 2: Watch the Video Clip(s). Each section includes video-based teaching and several sections also include video examples of a couple working through the feedback process. Clips are hosted in a YouTube format. You can adjust size and resolution within the YouTube player.

Step 3: Complete the Section Quiz. Each section includes a 5-item quiz. The Quizzes ensure you understand the material.

Additional Resources: Once you have created your account, you will have access to additional resource materials collectively known as the On Demand Resource Kit. While these documents do not need to be printed to complete the course, you will have access to them and should be familiar with their contents. These materials include:

- The PREPARE/ENRICH Facilitator's Manual (PDF)
- Sample Facilitator's Report
- Sample Couple's Report
- Couple's Workbook

Next Steps: Once the training is complete, your training account will be converted to a PREPARE/ENRICH Facilitator account. You will then use your ID Number and Password to login to the website and administer inventories, manage couples, and access results. For this reason, login information should be kept confidential.

When you have completed the On Demand Certification Training, you can print a Certificate of Completion and will continue to have access to the video clips and On Demand Resource Kit for future review.