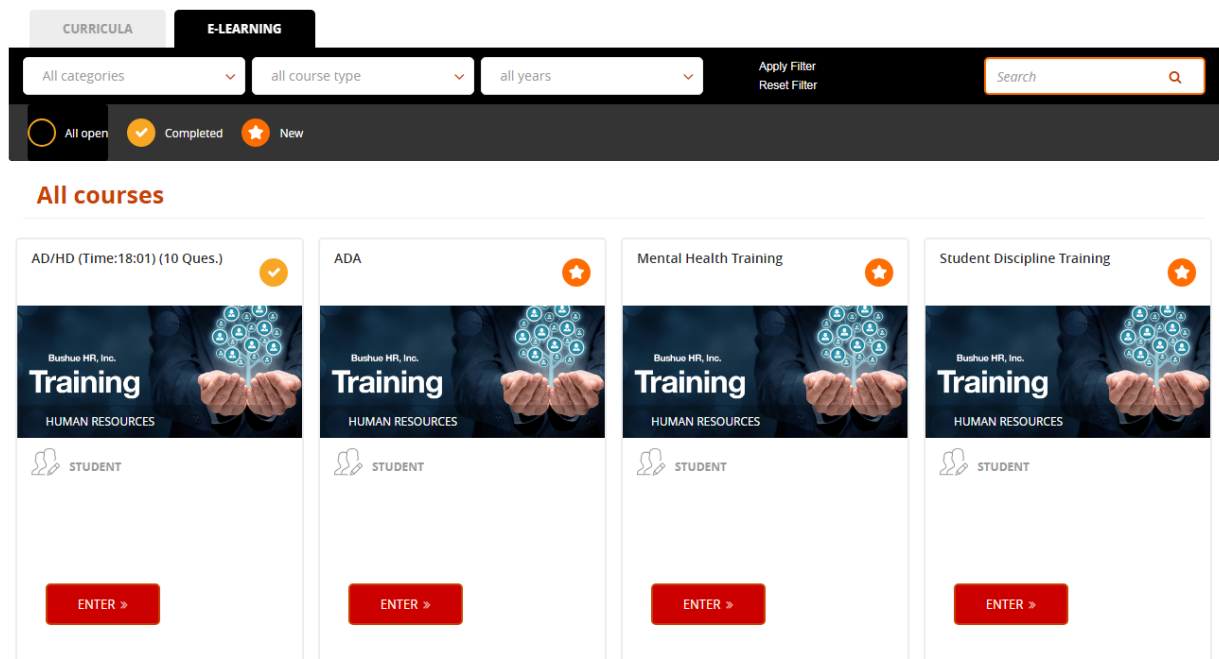


An Outsourced Risk Management Company Focusing on Human Resources, Insurance, Background Screening and Fingerprinting

Online Training User Instructions

1. Go to the www.bushuehrtraining.com
2. Log in with your username and password
3. Select the course(s) your District Administration has required you to complete and click enter



4. In the Student Area, under Lectures, click on the first course title that is next to a piece of paper with lines to start the video.

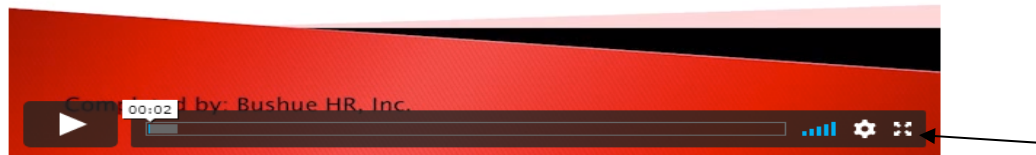


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5. You will need to click on the Play button for the video to begin playing. If you would like to make the video full screen, click on the toggle button displayed below:

ADA Training

Americans with Disabilities Act (ADA) Training



6. After you complete the video, under lectures click on the second course title that is next to a piece of paper with check marks in order to start the test.



ADA

100%

STUDENT AREA

Course Documents • Report card

COURSE DOCUMENTS

Lectures

ADA Training

ADA Training

An Outsourced Risk Management Company Focusing on Human Resources, Insurance, Background Screening and Fingerprinting

7. Click "Click to begin" to start the quiz.

Title › AD/HD

Title : AD/HD

Information about the test :

- Max Score: 100
- The test has 10 questions
- Pass mark: 6
- Test must be completed now. It cannot be resumed later
- You can edit the answer
- You can jump to the next or previous page (if the test has multiple pages)
- Final score will be shown after the test completion
- You can't know the right answer to questions after completing the test
- No time limits

Click to begin

8. After passing the test, the course will have a white check mark inside of a yellow circle. The DCFS Mandated Reporter Training, Teen Dating, Asthma, Concussion, EpiPen, and Glucagon quizzes will still show in progress after you have completed the quiz.
9. You will not be able to print out a certificate of completion for a course as the administrator can look up in the system the status of completion for each individual course and see if an employee has passed or failed a test.

Taking the Quiz Multiple Times

1. If you have already completed the quiz previously you will need to click "Restart Test" to take again.

Title › AD/HD

Title : AD/HD

restart info

Information about the test :

- Max Score: 100
- The test has 10 questions
- Pass mark: 6
- Test must be completed now. It cannot be resumed later
- You can edit the answer
- You can jump to the next or previous page (if the test has multiple pages)
- Final score will be shown after the test completion
- You can't know the right answer to questions after completing the test
- No time limits

Show last results

Restart test