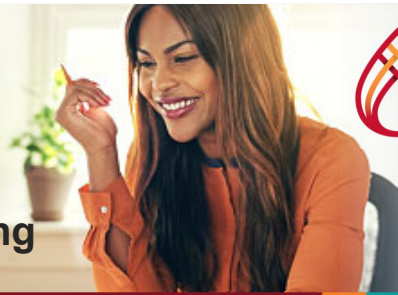


# CAAPS Training Consistency in Determining Findings: Virtual Multi-Module Skill Building Training



**Welcome** and thank you for registering for this course. To get ready for the training, please review the sections of this page. This information will be helpful in assuring your success.

## Structure

This is a blended course complete with a prerequisite eLearning and three skill-building modules. Participants first gain the foundational framework in the prerequisite eLearning, to be completed no earlier than May 1 2021, and before attending Module 1. Each module is designed for hands-on virtual learning and provides participants with the opportunity to work through various scenarios and come to agreements on determining findings. Participants must complete the prerequisite eLearning and all 3 modules in order to receive full completion credit of this course.

## Instructions for accessing and completing the Individual Practice (Module 2) in the LMS

- 1 After logging off from Module 1, complete Handout #9- Individual Practice (Module 2) Worksheet in your fillable Participant Manual. This allows for you to become more familiar with the working through the Matrix on your own time.
- 2 After you complete Handout #9 in your Participant Manual, log into LMS and complete the CA Consistency in Findings on-line learning activity. An email will be sent registering you and this allows for you to record your findings from Handout #9 to receive credit for this module.
- 3 Bring your completed Handout #9 to Module 3 on Aug 26.

Please contact us with any questions you may have at [apstraining@sdsu.edu](mailto:apstraining@sdsu.edu).

### Prerequisite

#### eLearning Course

Complete before attending Module 1

### Aug. 24 2.5 hrs

#### Module 1

Virtual Classroom via ZOOM

#### Module 2

Individual Practice via Handout #9 and an on-line learning activity - 30 min.

### Aug. 26 2 hrs

#### Module 3

Virtual Classroom via ZOOM

**Complete before day 2**

## Learner Check List

- Complete [eLearning prerequisite](#) prior to attending Day 1/Module 1
- Complete and submit Individual Practice (Mod 2) prior to attending Day 2/Module 3
- Be prepared to engage in the chat, breakout rooms, discussions, and polling in the virtual environment
- Familiarize yourself with the functions of Adobe Acrobat to best utilize the fillable participant manual during the training
- Print the [Matrix](#), if you are able to, and utilize during training

## ZOOM Tips

- Download or update the most recent version of [Zoom](#)
- Use a headset, microphone, and camera when possible
- Consider logging in 10 minutes early to troubleshoot tech challenges
- Limit distractions, prepare your workspace, find comfortable seating



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