

# Certification Program Orientation

Self-Paced Format

# Welcome

The goal of this orientation is to provide you – the learner – with information on the following subjects:

- Learner Expectations
- Program Requirements
- Learning Management System Tour

# LEARNER EXPECTATIONS

# Set of Learner Expectations

- The purpose of the OBFS Certification Program is to provide you with an opportunity for growth and development. Given the investment of time and resources, it is important that you are committed to and agree to the following expectations:

# Learner Expectations

- You must actively engage in all courses and activities. The success of this program relies on your full buy-in and commitment; therefore, you must actively engage in the course you are enrolled in.

# Learner Expectations

- In order to receive a certification, you must
  - 1) Complete knowledge checks for each lesson (where applicable.)
  - 2) Complete an evaluation at the end of the certification track.
  - 3) Take and pass the final assessment.

# Learner Expectations

- Complete knowledge checks for each lesson (where applicable)
  - Upon completion of a lesson, you will be asked to answer a series of questions to demonstrate an understanding of the material covered in the lesson. The knowledge check is designed to help prepare you for the final assessment and is not graded.

# Learner Expectations

- Complete an evaluation at the end of the certification track
  - Upon completion of the certification track, you will be asked to complete an evaluation. The valuable feedback you provide will assist with evaluating course content and the overall success of the Certification Program.



# Learner Expectations

- Take and pass the final assessment
  - Upon completion of the certification track, you will be asked to take and pass a final cumulative assessment with a score of 80% or higher. This assessment will be open-book and you will have an unlimited number of attempts to pass.
  - After you pass the final assessment, you will receive a certificate from OBFS.

# PROGRAM REQUIREMENTS

# Program Requirements

- Technology requirement
  - To access the web-based courses, you must use Google Chrome or Mozilla Firefox
  - Web-based certification courses can be accessed from the following web page:  
<https://www.obfs.uillinois.edu/certification>
  - If you have problems access or taking a web-based course, please contact [OBFScertification@uillinois.edu](mailto:OBFScertification@uillinois.edu)