Instructions for Registration, Tips for Navigation, and Help for 'The Introduction to the American Chestnut' Course
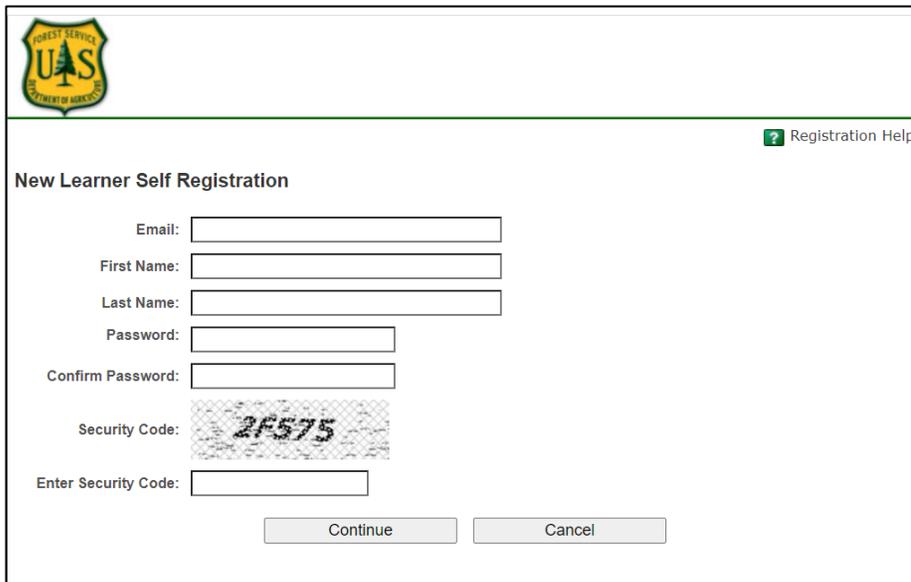
Registration Instructions

If you are a U.S. Forest Service or USDA employee, please go to Aglearn to register for the course.

For all other users, **a Course Avenue registration is required** to ensure security of the online course system. Please follow these instructions to register for the course.
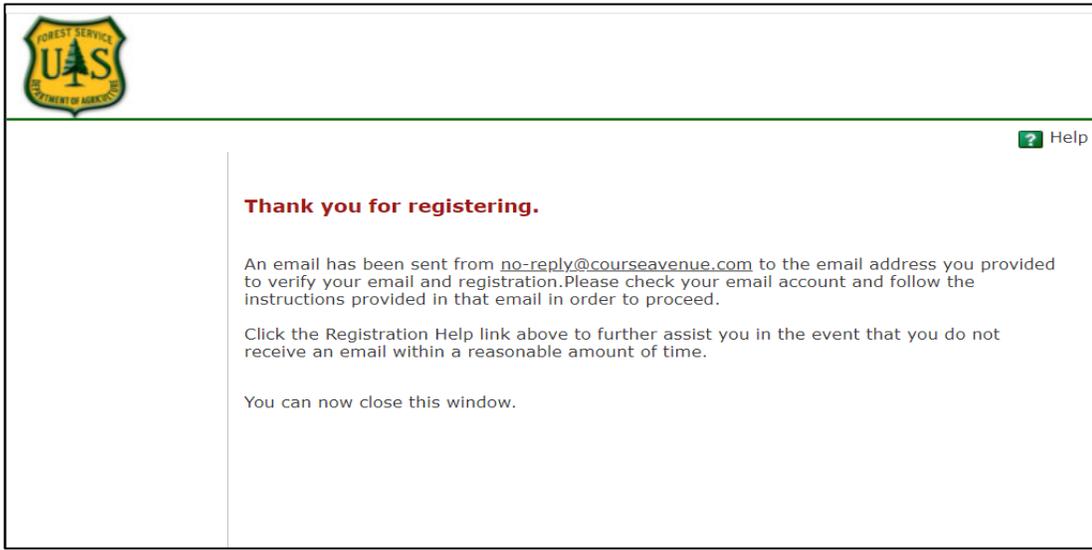
1. Go to this link.
    https://deliver.courseavenue.com/Registration/fsresearch?gc=b062f963-5fd2-4d35-8db2-0f8105807866

2. Enter your Email, First and Last name, and create a Password. Re-enter the Security Code shown on your screen. Click **Continue** to submit.
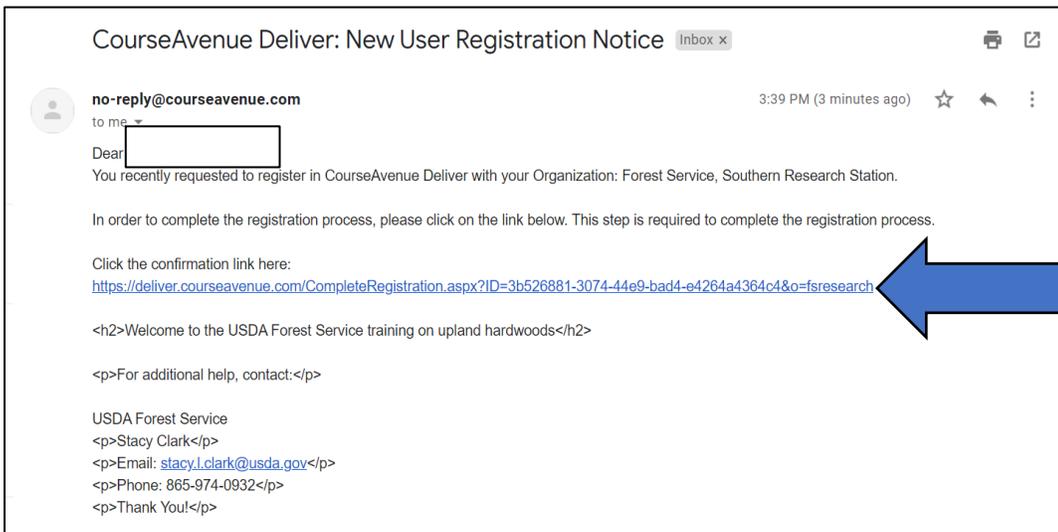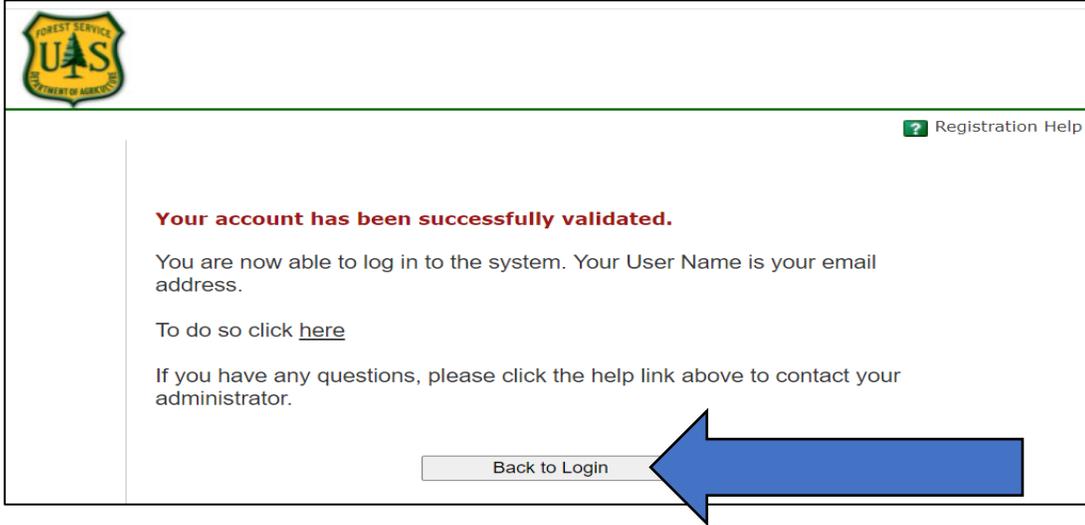
3. You will receive an email confirmation on how to proceed. **Close** this browser window.
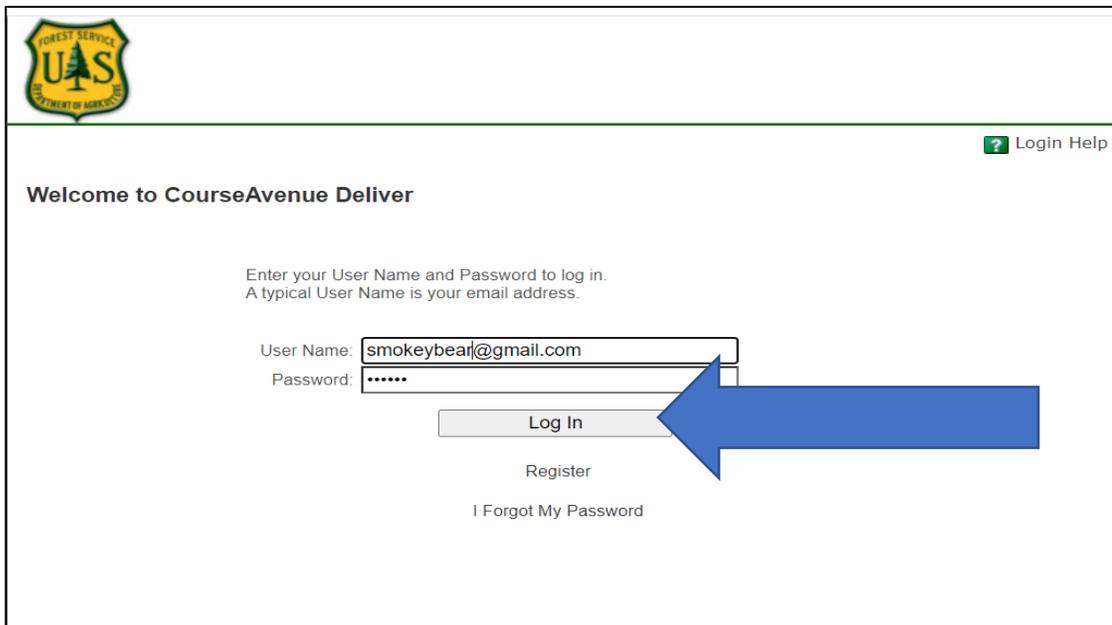

4. Check your email for a message from **"no-reply@courseavenue.com"** for instructions on completing your registration with the confirmation link. Click on the link provided to complete your registration.

5. Click on the underlined **'here'** or the **'Back to Login'** button to get to the log-in page.

6. Enter your User Name (your email) and your Password. Click Log In. **DO NOT** click Register.

7. Complete your registration by creating a Security Question (which can be used if you forget your password to log back into the course). Click **Save** to submit and **Continue** to go to the course. **DO NOT** fill in the Password fields again unless you want to change your password.

8. Successful registration will take you to your "My Workbook" page. Select **Launch.** *You can test the Popup Blocker by clicking on the 'Start Here: Popup Blocker Test' to ensure the course will run correctly. Follow instructions to ensure popup blockers are disabled.*
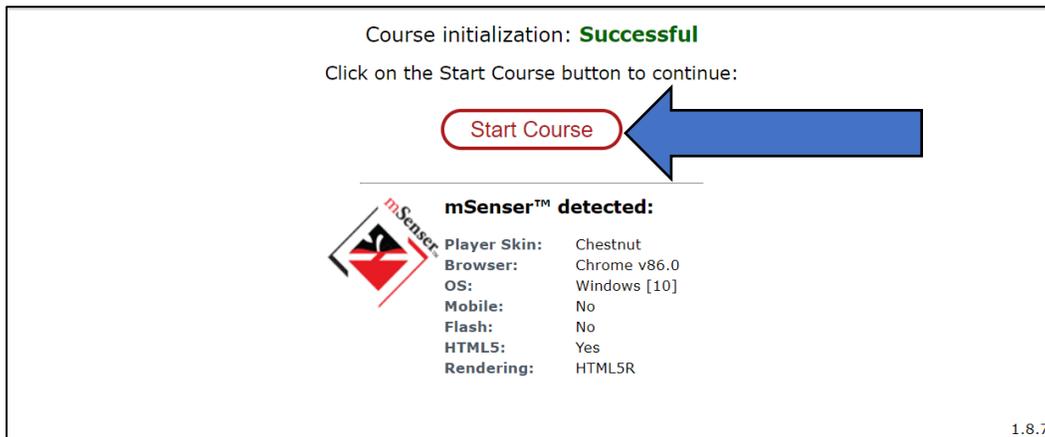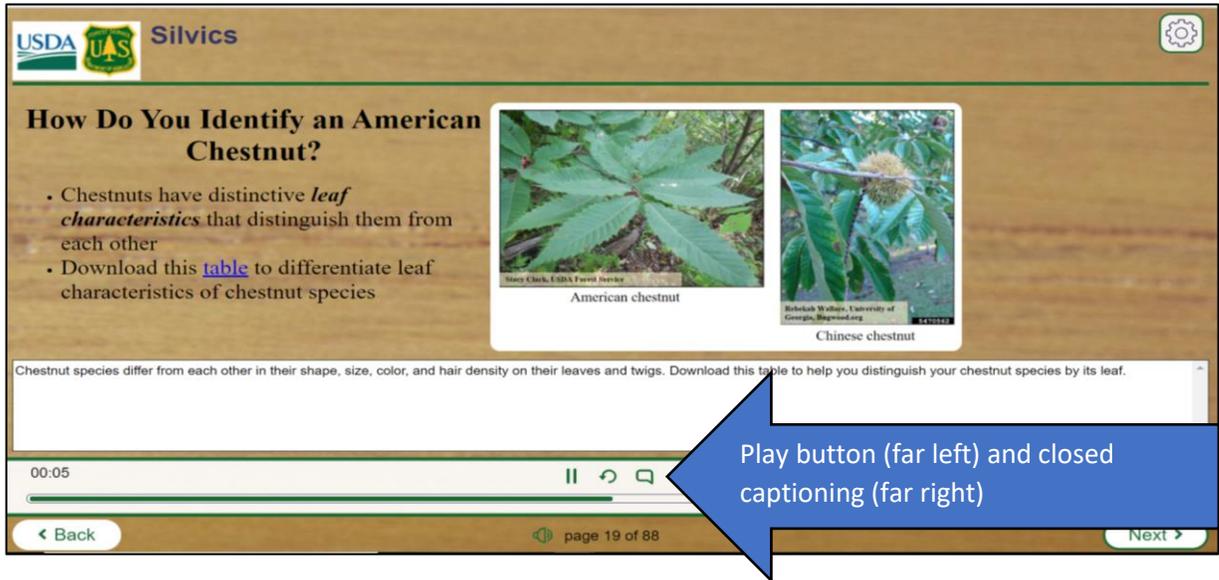
9. Click **Start Course** to begin.

10. When you have completed the course, click **Print** to print or save your certificate if you would like a copy, and then click **Next** to end the course.
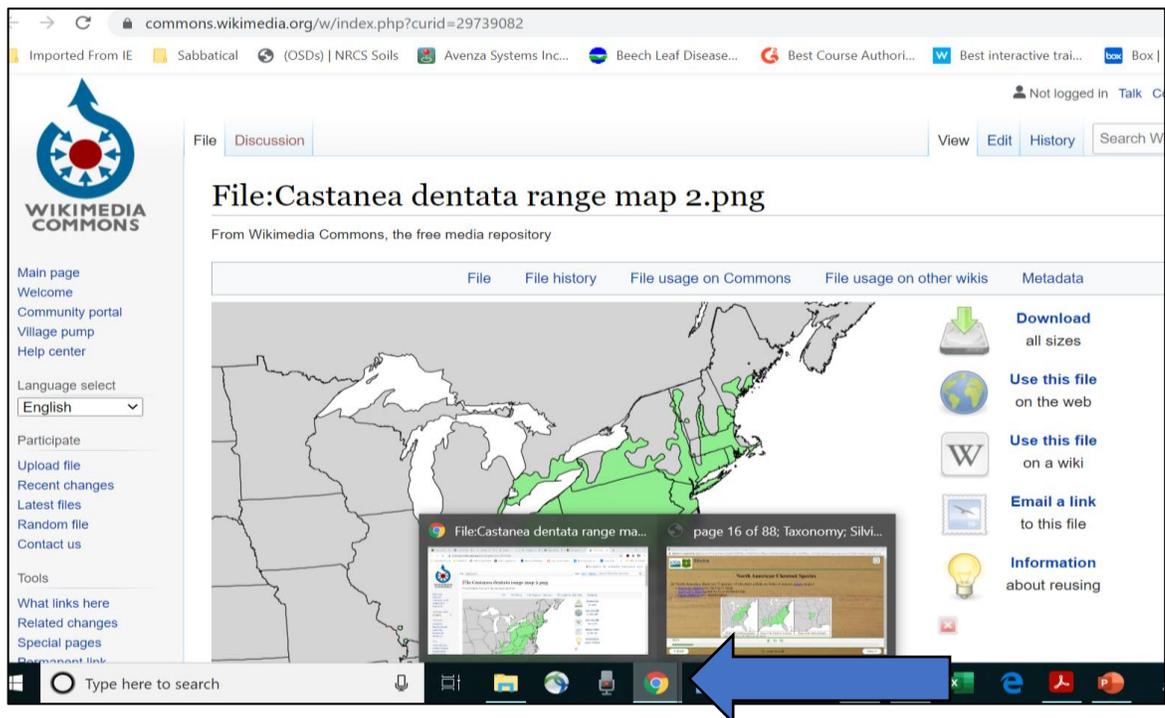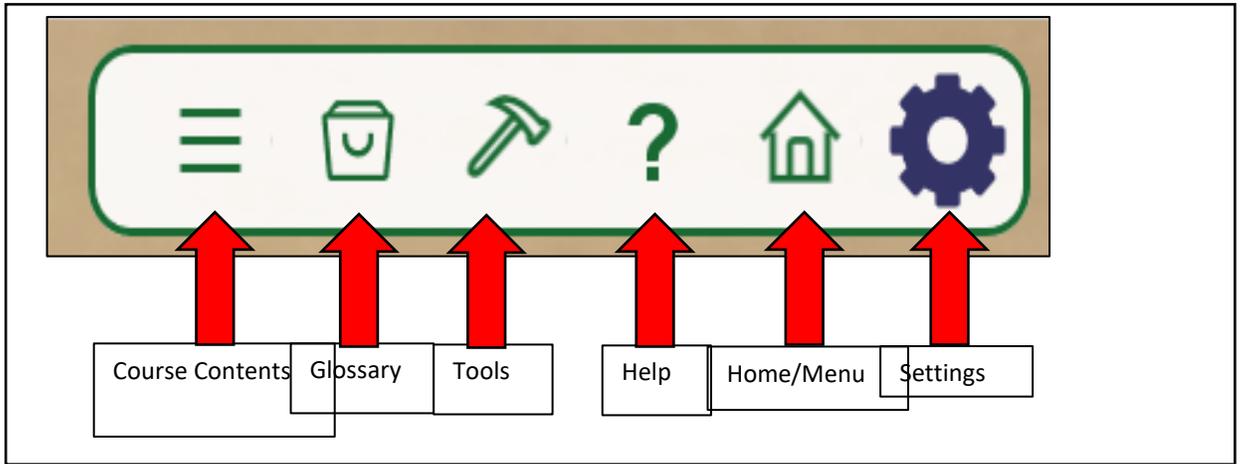
Tips for Navigation in the Course

1. **Maximize** your screen and **turn up** your volume so you can hear the audio. You can also click on the closed captioning button to read the audio text. **Is the audio playing?** Depending on your device, browser settings, etc. you may have to manually start the audio by clicking or pressing the "**play button**" at the bottom of the page.

2. If you click on external links in the course, **DO NOT** use the Back button. You will be directed to a new web browser page. **Click on the original browser window** to return to the course.

3. You can **navigate** around by clicking on the **Settings icon** in the upper right-hand corner of the screen and then clicking on the course content button. You can also go directly to the glossary and tools section to download information or navigate to other web pages.

| Course Contents | Glossary | Tools | Help | Home/Menu | Settings |

4. If you need to **return to the course** at a later time, go to this link and log in. The course will open where you left off. **DO NOT** click on 'Register' from this link.
https://deliver.courseavenue.com/Login/fsresearch

Help

If you need to reset your password or have any questions or problems, please contact Stacy Clark at stacy.l.clark@usda.gov or at 865-318-8391.