



Getting Your YQCA Web-Based Certification

CREATING AN ACCOUNT

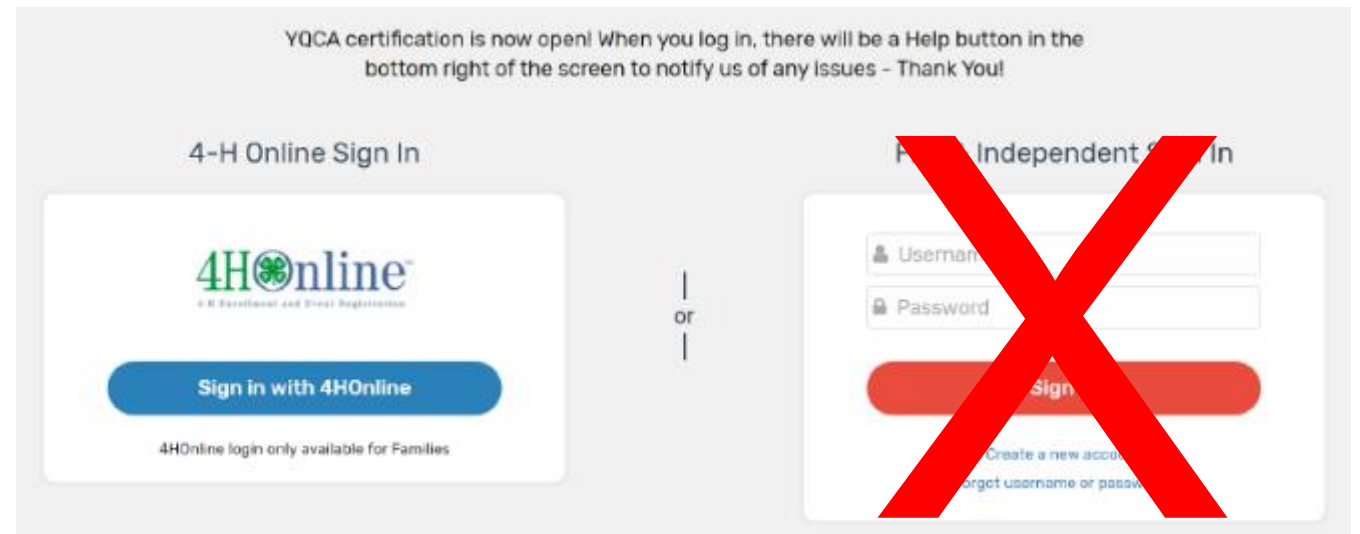
DISCLAIMER: All Tuscarawas County 4-H members may take YQCA to complete their annual QA requirement. Please note that this will NOT be the only option. You may wait to complete QA once we are permitted to hold face-to-face programming again. This is simply another option you may choose from. Also note, this course has a fee. This is not OSU's program, therefore, this fee cannot be waived. It is, however, the only online QA that is approved through the Ohio Department of Agriculture. County fairs are not guaranteed, though we hope they will continue as planned so it is you and your family's decision to complete this course understanding the circumstances.

Creating An Account

Go to <https://yqca.learngrow.io>

4-H Online Sign In

1. You must first submit your enrollment to make your 4HOnline account active.
2. Once your account is active, go to <https://yqca.learngrow.io> and select 4-H Online Sign In. **LOGIN USING 4HONLINE ONLY!**
3. You will be prompted to select a state, then enter the login information for your 4HOnline account.
4. After successfully logging in, you will be given a list of active family members. Select a family member and start the account creation process.



Login using 4HOnline only!

NAVIGATING THE ACCOUNT

Navigating The Account

Home screen for member

To start a course, click one of the courses listed

- Be sure to select Web-Based Training
- Read the description of the course carefully to make sure the individual associated with the account meets the requirements

Course List Completed View All

Course	Requirements	Web-Based Training	Instructor-Led Training	Status
Age 08: Junior	To qualify for this course, you must have turned 8 in the previous calendar year.	\$12.00	\$3.00	Available
Age 09: Junior	To qualify for this course, you must have turned 9 in the previous calendar year.	\$12.00	\$3.00	Available
Age 10: Junior	To qualify for this course, you must have turned 10 in the previous calendar year.	\$12.00	\$3.00	Available
Age 11: Junior	To qualify for this course, you must have turned 11 in the previous calendar year.	\$12.00	\$3.00	Available
Age 12: Intermediate	To qualify for this course, you must have turned 12 in the previous calendar year.	-	Instructor-Led Training	Registered
Age 13: Intermediate	To qualify for this course, you must have turned 13 in the previous calendar year.	-	Instructor-Led Training	Registered

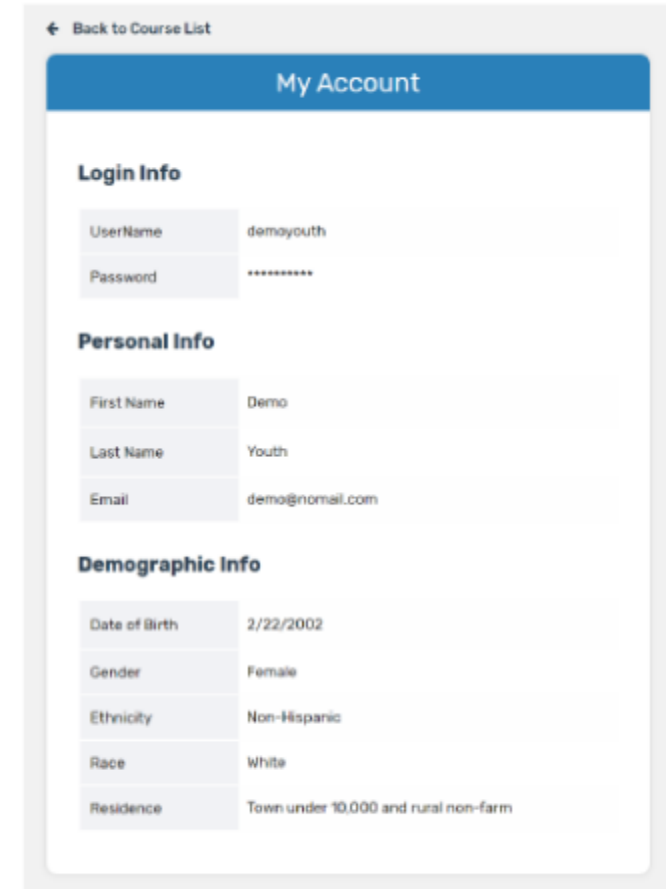
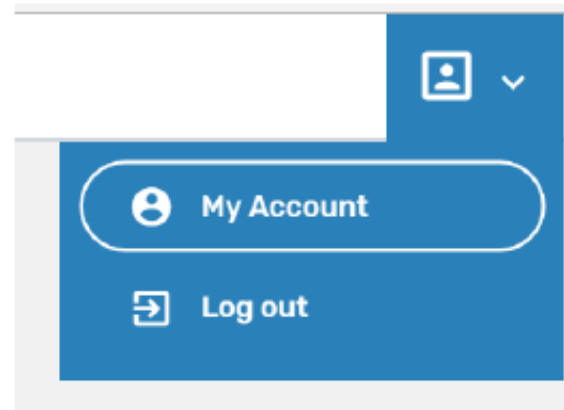
Navigating The Account - Menu

Account Menu

- Upper right of every screen after logging in

My Account Screen

- Shows individual's information
- If account is not linked to 4-H Online, password and email can be changed here

A screenshot of the 'My Account' screen in a mobile application. The screen has a blue header with the text 'My Account' and a back arrow labeled 'Back to Course List'. The content is organized into three sections: 'Login Info', 'Personal Info', and 'Demographic Info'. Each section contains a table of user information.

Login Info	
UserName	demoyouth
Password	*****

Personal Info	
First Name	Demo
Last Name	Youth
Email	demo@nomain.com

Demographic Info	
Date of Birth	2/22/2002
Gender	Female
Ethnicity	Non-Hispanic
Race	White
Residence	Town under 10,000 and rural non-farm

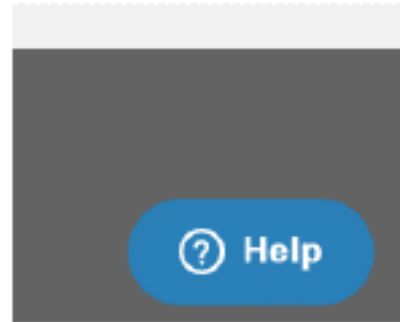
Navigating The Account - Help

Help

- Lower right of every screen after logging in

Getting Help

- After clicking 'Help', user will be presented with a screen to send a message



Leave us a message ×

Your name
Demo

Email address*
demo@nomail.com

How can we help you?*

Attachments
Add file or drop here

zendesk Cancel Send

PURCHASING A COURSE

Purchasing A Course

1. Select a course
2. Purchase the course
3. Pay for the course

1 Course List

Course
Age 08: Junior

To qualify for this course, you must have turned 8 in the previous calendar year.

Web-Based Training	\$12.00
Instructor-Led Training	\$3.00

2 Course List

Web-Based Training

Course
Age 11: Junior **\$12.00**

To qualify for this course, you must have turned 11 in the previous calendar year.

Purchase Course

Instructor-Led Training

Course
Age 11: Junior **\$3.00**

To qualify for this course, you must have turned 11 in the previous calendar year.

State

Training

Select a state first...

Purchase Course

3 Back To Course

Select payment method

Course	Age 08: Junior
Amount	\$12.00
Type	Web-Based Training

Apply a gift card if you have one

Gift Card **Apply**

Select from one of your existing credit cards or add a new one.

Add Credit Card

Your Saved Credit Cards

Add Credit Card **Cancel**

Cardholder Name

Card Number

Expiration Date Jan 2017

Validation (CVV)

Purchasing A Course and Taking Pre-Course Survey

4. Finalizing payment
5. Viewing the receipt
6. After purchasing a course, an email will be sent inviting users to take a pre-course survey.

4

Back To Course

Select payment method

Course: Age 08: Junior
Amount: \$12.00
Type: Web-Based Training

Apply a coupon code if you have one

Coupon Code: [Apply](#)

Select from one of your existing credit cards or add a new one.

[Add Credit Card](#)

Your Saved Credit Cards

VISA	Demo Parent	4xxxx-xxxx-xxxx-4444
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[Purchase Course](#)

5

Back To Course

Course Registration

Age 08: Junior

To qualify for this course, you must have turned 8 in the previous calendar year.

Course Registration Status [Go to Course](#)

Registered

Invoice

Invoice Number	Invoice Amount
2	\$12.00
Invoice Status	Amount Paid
Paid	\$12.00
	Invoice Balance
	\$0.00

COMPLETING CERTIFICATION

Completing A Course

Must pass 3 quizzes to get certified

- Animal Well-Being
- Food Safety
- Life Skills

Select a Knowledge Builder and Skills to gain knowledge and test your skill

- Status will show throughout to track progress

Back to Course

- Will return user to menu page to select another Knowledge Builder, Skills Lab, or Quiz

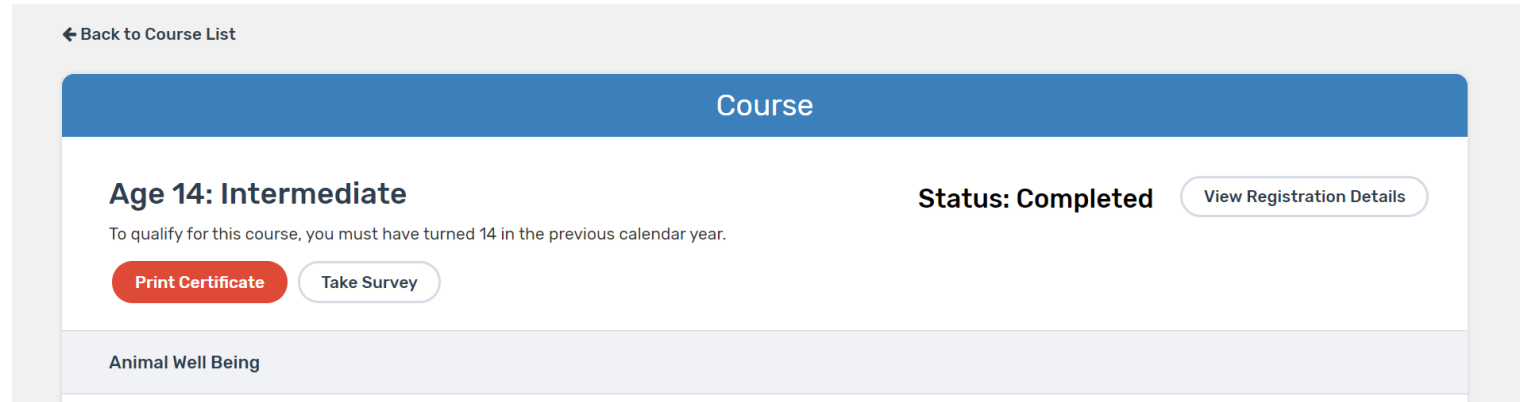
The screenshot displays a course interface for 'Age 08: Young Adult'. The course title is at the top, followed by a qualification requirement: 'To qualify for this course, you must have turned 8 in the previous calendar year.' Below this, the course content is organized into two main sections: 'Animal Well Being' and 'Food Safety'. Each section contains three items: 'Knowledge Builder', 'Skills Lab', and 'Quiz' (marked as 'Required'). The 'Knowledge Builder' item in the 'Animal Well Being' section is highlighted with a pink box. To the right of the course content, a progress tracking section shows three status indicators: 'Viewed' with a green circle icon, 'Completed' with a green checkmark icon, and 'In Progress' with a yellow pause icon. Below the course content, a 'Back To Course' button is highlighted with a pink box. At the bottom of the page, the text 'Lesson Details - Knowledge Builder' is visible, along with a 'Viewed' status indicator and a green circle icon.

Printing A Certificate and Taking Post-Course Survey

Return to course menu screen to print certificate after all quizzes have been passed or access certificate number from email.

Certificate can be downloaded as a PDF to save locally and/or send electronically. To print PDF, click on printer icon and send to local printer.

Upon completion of course, click “Take Survey” to access post-course survey.



← Back to Course List

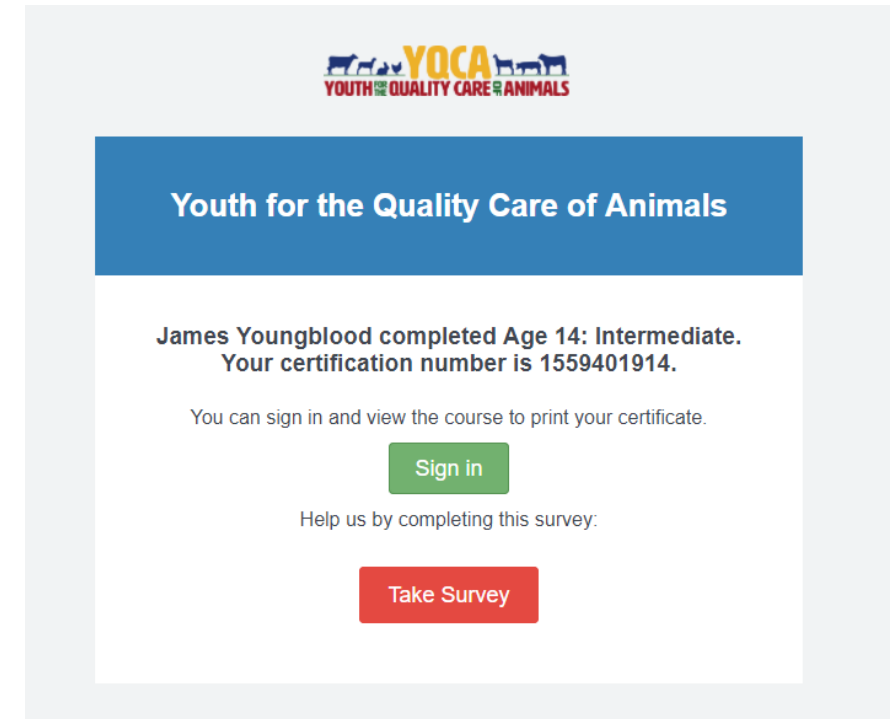
Course


Age 14: Intermediate **Status: Completed** [View Registration Details](#)

To qualify for this course, you must have turned 14 in the previous calendar year.

[Print Certificate](#) [Take Survey](#)

Animal Well Being





Youth for the Quality Care of Animals

James Youngblood completed Age 14: Intermediate.
Your certification number is 1559401914.

You can sign in and view the course to print your certificate.

[Sign in](#)

Help us by completing this survey:

[Take Survey](#)