



How to resubmit your Evidence of Learning (EOL)

1. Log in to your Growing Futures Registry account.

2. Click on **Interactive Events** on the left-hand side of your screen.

Welcome [Sign Out] My Personal Profile

Summary Training

Training:

Training Documentation


Have you attended a Growing Futures approved event that requires you to submit documentation of attendance?

Most Growing Futures approved training is automatically added to your record for you and you do not need to send us your certificates. However, there are a few cases where you will need to mail copies of your certificate to the registry. Mail a copy of your certificate if you:






- Attended a Growing Futures approved conference and received a certificate that shows breakout session attendance.
- Attended an event listed on the Growing Futures Automatically Approved list.
- Attended an event that was not Growing Futures approved and is not on the Automatically Approved list but you wish to see if it might be included on your record. Please note that the training may or may not be approved for license renewal.

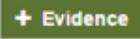
My Account

- Emily Koterba #4222
- Individual Profile
- Interactive Events (3)**
- Invoices (0)

3. Click  for the e-Learning training for which you want to resubmit your Evidence of Learning (EOL).

Clicking , will open the Interactive classroom. Show Interactive events only

Event ID	Title	Completed	Credit	CEU	Type	Hours	Level	
13100	Curriculum				Early Childhood	10.00	Career Pathways 1	REGISTERED 
13087	Special Health Care Needs	07-15-16			Early Childhood	3.00	Career Pathways 1	VERIFIED 
13083	Promoting Development: Infants and Toddlers	07-11-16			Infant	10.00	Career Pathways 1	VERIFIED 
13084	Safe Sleep and Reducing the Risk of SIDS	07-10-16			Infant	1.00	Registered - Not for Career Pathways Placement	VERIFIED 
13082	Getting Started	07-07-16			Early Childhood	15.00	Career Pathways 1	VERIFIED 

4. Click  to resubmit your Evidence of Learning.


Details

Individual Id: 17423 Date Completed: 08/05/16

Name: Katie Koep Date Finalized: 08/05/16

Date Registered: 08/05/16



50.00 %
Final Score **Failed**
Minimum passing score is 80%

 You did not receive a passing grade. Click the Launch or Add Evidence to re-take failed items.


DESCRIPTION COURSE ID: 108587

[Learn more about E-Learning](#)

Development is so important in the early years that you do not simply want to hope that children get all of the opportunities they need to learn. You want to put a long-term plan in place to make sure learning happens. Your plan for children's learning is called curriculum. Choosing a curriculum is a big decision. With so many options available, where does a person begin? In this course you will tackle the important questions, so you make a decision that feels good and gives children the skills they need to be prepared for school and life.

Done	Course Item	Date Completed	Score	Weight	
<input checked="" type="checkbox"/>	Curriculum	08/05/16	100%	50%	view notes  Preview
<input checked="" type="checkbox"/>	Mini-Guide: In Search of the Perfect Curriculum	08/05/16	0%	50%	view notes  Evidence

5. You will be asked if you want to view or modify your evidence.

Click 



Would you like to view or modify your evidence?

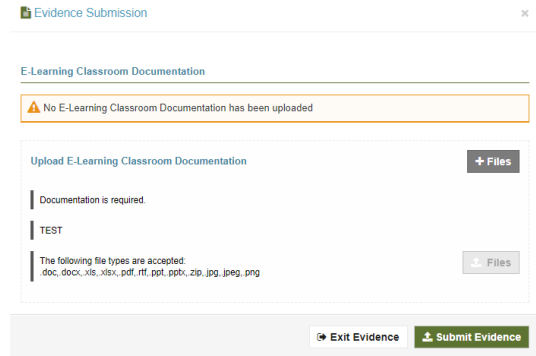
You will be required to submit for score if you click 'Yes'.

No, just view it.

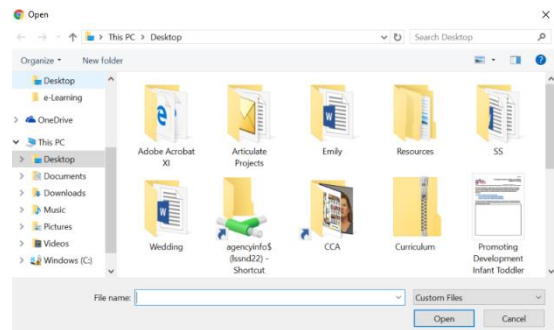
Yes, modify evidence

How to resubmit your Evidence of Learning (EOL)

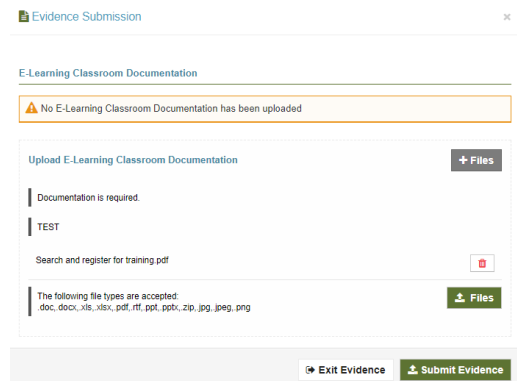
6. Click **+ Files** to begin uploading your EOL.



7. Find and select your saved EOL file.



8. Click **Files** to upload your EOL into your interactive classroom.
Click **Submit Evidence** to complete the process of uploading your EOL.



9. You will be asked to confirm that you are submitting your evidence. You can either choose to cancel or to submit your EOL.



Are you sure you want to submit evidence?

Once submitted, you will not be able to add or remove files! Submitting will progress you forward through the course.





How to resubmit your Evidence of Learning (EOL)

10. Click **Submit for Score**

⚠ You have made changes since your last grade. Please finish all necessary re-takes and submit your course materials to get an updated score.

Description COURSE ID: 10857
[Learn more about E-Learning](#)

Development is so important in the early years that you do not simply want to hope that children get all of the opportunities they need to learn. You want to put a long-term plan in place to make sure learning happens. Your plan for children's learning is called curriculum. Choosing a curriculum is a big decision. With so many options available, where does a person begin? In this course you will tackle the important questions, so you make a decision that feels good and gives children the skills they need to be prepared for school and life.

Done	Course Item	Date Completed	Score	Weight		
<input checked="" type="checkbox"/>	Curriculum	08/05/16	100%	50%	view notes	Preview
<input checked="" type="checkbox"/>	Mini-Guide: In Search of the Perfect Curriculum	08/05/16	Pending	50%	view notes	+ Evidence

Course Submission **Submit for Score**

11. You will be asked if you are sure you want to resubmit.

Click **Yes, Submit!**



Are you sure you want to resubmit your course responses?

Once resubmitted, you will not be able to modify your responses until a reviewer finalizes your score.

Cancel

Yes, Submit!

12. Child Care Aware® will review your EOL and finalize your score within 10 business days. You will receive an email once your score has been finalized. Your final score will be posted in your Interactive Classroom. If your EOL is still not satisfactory, you will need to re-register and complete the entire training event again. [Click here](#) to see how your EOL will be scored.