

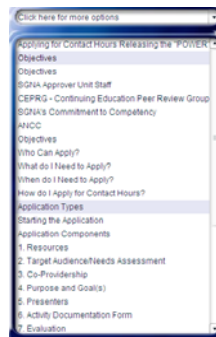


1. How to Use Learning Link

- This product contains 10 elements (beginning with this one):
 1. How to Use this Product
 2. Play Presentation
 3. Facilitator Guide
 4. Participant Guide
 5. Discussion Questions
 6. Individual Study Guide
 7. Review Questions
 8. Application Forms
 9. Application Checklist
 10. Evaluation Forms for CE
- This section contains explains how each of the other sections may be used

2. Play Presentation

- Click “Play Presentation” to begin an audio recording of the presentation synched with the slides
 - Click  to enlarge the presentation to the entire screen
 - Adjust the volume control as needed
- The presentation will begin automatically
- There are two ways to navigate through the presentation:
 - Click the navigation buttons: 
 - Use the content outline to the left of the slide presentation:



3. Facilitator Guide

- The Facilitator Guide may be used to help lead a small group through the presentation content
- The Facilitator Guide includes:
 - Presentation slides
 - Key information provided by the presenter
 - Teaching tips, coaching ideas, and discussion questions

**The Facilitator Guide may be used
to support your own live presentation and discussion
or in conjunction with the recorded presentation**

4. Participant Guide

- The Participant Guide consists of:
 - Each of the slides from the presentation
 - Room for participants to take notes
- The Participant Guide may be printed as a hard-copy take-away of the presentation content and information important to the participants

5. Discussion Questions

- Discussion Questions are created to help generate group discussions of the ideas in the presentation
- Examples are provided of the types of answers the group should be developing
- The Discussion Questions help demonstrate how the information from the presentation applies to the members of your particular facility

6. Individual Study Guide

- The Individual Study Guide is designed to provide a hard-copy version of the content from the presentation
- The Individual Study Guide includes:
 - Presentation slides
 - Key information provided by the presenter
 - Questions for reflection

The Individual Study Guide may be used as a stand-alone guide through the content or in conjunction with the recorded presentation

7. Review Questions

- Review questions help identify how well the content has been understood and retained by the participants
- Examples of appropriate answers are provided

8. Application Forms

- Copies of both Provider Directed and Learner Directed applications are provided
- Application forms may be printed and sent to SGNA

9. Application Checklist

- The Application Checklist outlines the documentation process described in the presentation
- The Checklist may be used to track progress and identify steps that remain unfinished

10. Evaluation Forms for CE

- To receive CE for this session, the Evaluation Form must be printed, filled out, and sent to:

**SGNA
401 N. Michigan Avenue
Suite 2200
Chicago, Illinois 60611**