

How to Complete Online Training on the DEL Training Portal

Go to <u>www.deltraining.com</u> to login or register as a new student.

- If you registered before, login with your username and password. You can click the "Forgot your Username or Password?" link to recover your username or password.
- If you are a new student, select the "I am a new student and need a user name and password" button to register.

© ॐ Washington State Department o ■ △ Early Learning	f	Help
l am a nev	w student and need a user name and password.	
	Student Login	
User	Name	
Pass	sword	
	Login	

How to Register at DELTraining.com

Create an account by filling in the information on the New Student Form. If you do not have a STARS ID, you will need to create a MERIT account. For instructions on how to create a MERIT account, click <u>HERE</u>.

Washington State Department of Early Learning	
Ne	ew Student Form
Note that all fie	elds are required except Address 2.
First Name	
Last Name	
Email Address	
STARS ID	
Address 1	
Address 2	
City	
State	WA
Zip	
County	
Username	
Password	
Confirm Password	
	Submit

TIP! If you receive a message that the email address you chose is already in use, but you do not have a DEL Training account, **you will need to register with a different email address**. This message means the email address was used to register for Child Care Aware classes in the past.

Welcome to the Portal

After registering, you will be taken to the welcome screen where you can click the link to access your training. You will receive an email with your username, password, and a link to the login page.

Washington State Department of Early Learning	
Welcome	
Hi ^I We come to deltraining.com. You have successfully registered as a new student. A confirmation email has been sent to you at fakeemail@email.com. If you do not receive this email shortly, please check your spam or junk folder, and make sure you add noreply@deltraining.com to your contact list or safe list. To access your training, please visit the link below: http://deltraining.com/index.cfm?fuseaction=welcome	

Select your Online Training

Find your required online training at the bottom of the page. To begin the course, click the title of the training you want to take. The course will begin automatically and will require audio.

TIP! Remember to enable pop-up blockers to ensure that your training will start.

Use the + or - sign in front of each title to expand or collapse the list

DEL Trainer Approval

These courses are part of the process to become an approved trainer for the Department of Early Learning (DEL) in Washington State. While STARS hours are not awarded for completion, they will meet your first year of continuing education as a State-approved Trainer. How to become a DEL state-approved. trainer.

0	Click course name to launch training	Status	Date Completed	Certificate	
-	- Introduction	not started			
-	Core Competencies	not started			
ł	Cultural Competencies	not started			
ł	How Adults Learn	not started			
ł	Designing Adult Learning	not started			
ł	Facilitating Adult Learning	not started			
ł	Early Learning Guidelines	not started			
ł	Executive Function	not started			
-	MERIT	not started			

— ECEAP - Early Childhood Education and Assistance Program

These online courses are for ECEAP staff and contractors.

Click course name to launch training	Status	Date Completed	Certificate
+ ELMS Eligibility	not started		
- Required training			

These courses are required for licensed early learning providers. No STARS hours are awarded for these required courses.

С	ick course name to launch training	Status	Date Completed	Certificate
+	Immunization in Child Care	not started		
+	Mandated Reporter: Child Abuse	not started		
+	Safe Sleep	in progress		
+	Clase sobre la seguridad para dormir a los bebés	not started		
+	Electronic Attendance Training	not started		

Access Your Certificate of Completion

After training completion, you will be redirected to the home page where you can find your training certificate. Locate your certificate under the "Certificate" column.

Use the + or - sign in front of each title to expand or collapse the list

DE	L Trainer Approval			
The Wa as a	ese courses are part of the process to become an ap shington State. While STARS hours are not awarded a State-approved Trainer. How to become a DEL sta	oproved trainer for d for completion, t ate-approved. train	the Department of Early Le hey will meet your first yea ler.	earning (DEL) in r of continuing education
Cli	ick course name to launch training	Status	Date Completed	Certificate
+	Introduction	completed	01/30/2017	Available here
+	Core Competencies	completed	11/13/2017	Available here
+	Cultural Competencies	in progress		
+	How Adults Learn	not started		
+	Designing Adult Learning	not started		
+	Facilitating Adult Learning	not started		
+	Early Learning Guidelines	not started		
+	Executive Function	not started		
+	MERIT	completed	11/13/2017	Available here
- ECI	EAP - Early Childhood Education and Assistance	e Program		
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For additional support with accessing online trainings through the DEL Training Portal (<u>http://deltraining.com/</u>), contact the MERIT support team at:

MERIT@del.wa.gov

• Call 1.866.482.4325, option 5