

## How To Access Fitzgerald Health's Online Learning Portal

1. Using Mozilla Firefox or Internet Explorer, go to <https://fhea.com/npxpert/index.aspx>
2. Click on 'MY SCHEDULED COURSES/TESTS'

The screenshot shows the top navigation bar with links: HOME, CATALOG, FACULTY, TESTIMONIALS, CALENDAR, NEWSLETTER, RESOURCES, FAQ, CONTACT. Below this is the Fitzgerald Health Education Associates logo and tagline 'Committed to the Success of Nurse Practitioners'. A search bar and 'MY ACCOUNT' dropdown are on the right. A sidebar on the left contains a menu with 'MY SCHEDULED COURSES/TESTS\*' highlighted in red, followed by 'CONTACT HOUR TRACKER\*', 'ADDITIONAL STUDY RESOURCES\*', 'DEMOS/EXAMPLES FOR NEW USERS', '\*Log in required.', and 'NEED ASSISTANCE?'. The main content area features a large 'NPXPERT' logo and the heading 'Online Learning & Testing Site of Fitzgerald Health'. Below this is a welcome message and a list of features: listening/watching presentations and taking online tests for certification review or CE courses.

3. Log in using your FHEA ID or email on file with FHEA and your FHEA password

### Log In to Proceed

Please enter your username and password. You may [register](#) if you do not have an account.

User ID or Email:

Password:

Keep me logged in?

LOG IN

[Forgot your password?](#)

4. Once logged in, select the 'ME' tab at the upper left

The screenshot shows the user interface after login. At the top left, a grid icon is highlighted with a red box. Below it, the Fitzgerald Health logo and 'ME' tab are visible. At the bottom, a navigation bar shows 'Home' and 'Me' tabs, with the 'Me' tab highlighted by a red box.

5. Find the class and click into it

The screenshot shows a user interface for 'Fitzgerald Health Education Resources'. The user is identified as an 'External User'. The 'My Plan' section includes a 'Learning & Certifications' widget with a donut chart showing 2 items 'In Progress' and 29 'Completed'. Below this is a table of 'Learning & Certifications' with columns for 'NAME' and 'PROGRESS'. The first entry is 'Clinical Challenges In Primary Care', which is highlighted with a red box. Its progress is shown as 'IN PROGRESS'.

Note: Before launching content, please ensure pop-up blockers are off

Features To Note:

- If you've attended a live review, you will not be able to launch the Live Program Evaluation until the end of the live program; the date when it can be accessed will be indicated below activity
- Content expiration, along with the number of attempts left, will be listed under each activity
- Any tests/evaluations need to be completed/passed successfully before launching next item

The screenshot shows the details for the 'Clinical Challenges In Primary Care' class (ID: CCPC). It lists activities with their status and available actions.

NAME	STATUS	ACTION
<b>Sample Content</b> (Optional) Expires on 04-OCT-2017 at 12:00 AM	<input type="radio"/> Not evaluated	<a href="#">LAUNCH</a>
<b>Sample SCORM</b> (Optional) Expires on 04-OCT-2017 at 12:00 AM Content Attempts: 4	<input type="radio"/> Not evaluated	<a href="#">LAUNCH</a>
<b>Viewing Assessment Results</b> (Optional) Expires on 04-OCT-2017 at 12:00 AM	<input type="radio"/> Not evaluated	<a href="#">LAUNCH</a>
<b>Assessment and Intervention in Common Anemias</b> Passing Score: 70 Score: 33.33 completed on: 07-JUL-2017 Content Attempts: 1 out of 2 available	<input checked="" type="radio"/> Completed unsuccessfully	<a href="#">REVIEW</a>
<b>Sample Branching Survey - HE</b> Expires on 04-OCT-2017 at 12:00 AM Content Attempts: 1	<input type="radio"/> Not evaluated	