

Please note that this is a hybrid course that consists of a LIVE portion and of an ONLINE portion. In order to receive your certificate for the LIVE PORTION of the program, you will need to complete the live evaluation ONLINE.

Instructions to ACCESS the FHEA Portal/PRINT Certificates and View Assessments can be found at: https://www.fhea.com/access_online_learning.aspx

After the LIVE course; you will need to access the online portion of the course in order to receive your additional contact hours.

Please note:

- 1- The online component of the course is about 12-13 hours of lectures.
- 2- The online lectures are an INTERGRAL part of the review course and it does need to be done in sequence.
- 3- While online, you will have chapters to cover. (Please see the ToC for the online chapter list)
- 4- Each chapter will have a Quiz.
- 5- You will be asked to complete 2 evaluations.
- 6- You will take a practice test of 150 questions.
- 7- You will have 180 days (~6 months) to access and complete the online content.
- 8- During the 180 days, you will have a maximum of 4 attempts to each individual lecture.
- 9- The test/quizzes will have a max of 2 attempts.
- 10- You will need to receive a score of 70% or higher in order to proceed to the next chapter.

Browsers/Navigating the sites:

MAC USERS:

-Please use the latest version of Mozilla Firefox. Safari and Google Chrome are not fully compatible with our site; the content may not properly display.

PC/Windows USERS:

-Please use the latest versions of Internet Explorer or Firefox.

NOTE: Please make sure that you have Adobe Reader (to read the PDF files) and Adobe Flash Player installed and up-to-date (to Stream and view the lectures/content).

-Please make sure that the Pop-up blockers are turned off/disabled.

Please note that in some cases; you may have issues streaming the content when you are behind a corporate/hospital firewall as this firewall will block the transmission.

(Please note that our Speaker is to ONLY deliver and answer Content related questions)

If you have ANY questions or encounter any technical issues, please immediately call: 978-794-8366 option 4. (M-F: 8:30 AM-4:30 PM EST) or email: cs@fhea.com. Please DO NOT wait until the end of the course to call!