Instructions for Use of On-Line Re-Certification Files

1. Make sure the computer being used has Adobe Reader, Internet Explorer (or Mozilla Firefox) and Windows Media Player on it. The on-line training files are Adobe files for the on-line presentations and *.wmv files for the video presentations. These all work well through Explorer and Firefox using Windows 7 or XP. They do not work well through Google Chrome or Safari.

2. Go to www.SWOSOA.com (or www.SWOSOA.org) using Internet Explorer of Mozilla Firefox web browsers.

3. From the SWOSOA home page, sidebar on the upper left, click on 2012 Module A&B or 2012 Module C&D On-line training (whichever is appropriate) to launch the on-line training modules. Click on the link to launch the training. These can also be accessed by clicking on "USSF RECERTIFICATION CLINICS - Fall 2011 (click here)" on the main portion of the home page.

4. This should bring you to a page titled "2012 USSF Recertification - *Web-based Re-Certification Modules A & B" (or C & D)*.

5. Start by clicking on the first two pdf icons to display the data sheet and the answer sheet. You need to print these work sheets and fill out each one as you go through the other training files. Bring these completed work sheets with you to recertification class.

6. As you go through this on-line training, there are video files to view. You can launch each video file by either using the embedded links on the power-point slides or by exiting the slide and launching the video from the Associated Video column on the *Web-based Re-Certification Modules* page.

7. If the Adobe files or video files do not launch when you click on the link, make sure your computer is able to open Adobe files (a current version of Adobe Reader 9 or 10 must be installed) and play Windows Media Player video files (*.wmv files). It may be helpful if the Windows Operating System, Explorer (or Firefox), Media Player and Adobe reader are all up dated. If things still do not work properly, try again using a different computer.