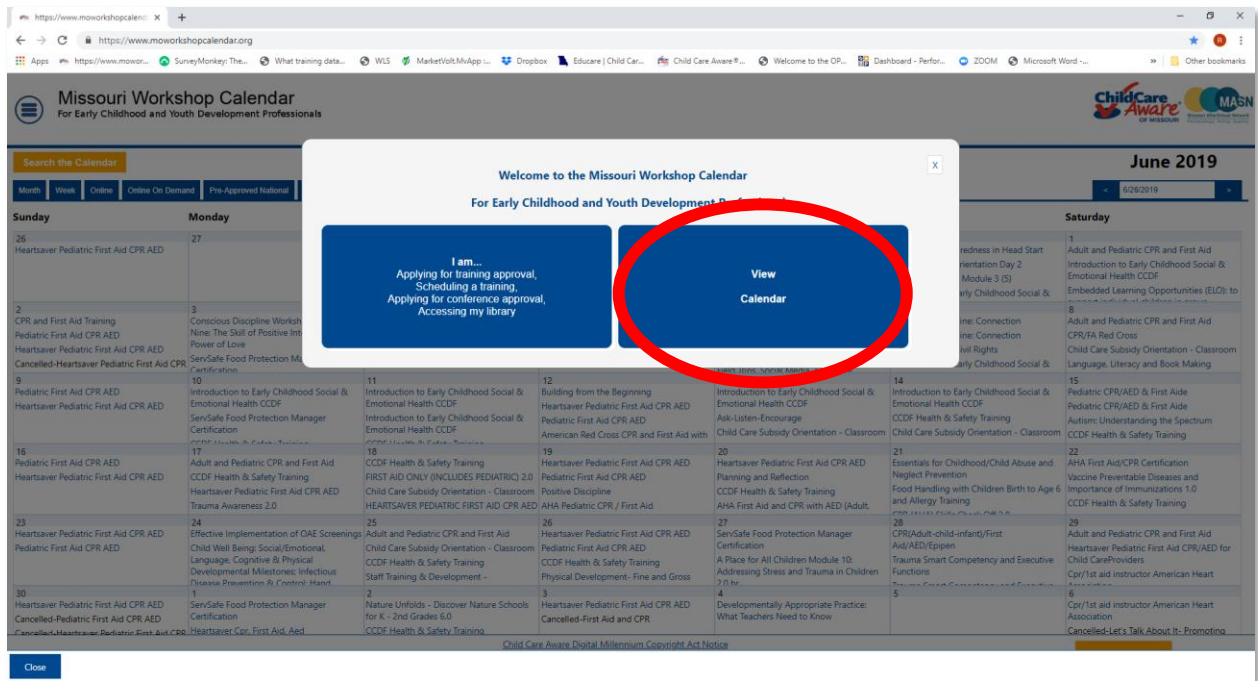




# Missouri Workshop Calendar

## Upload an Option B Online On Demand Certificate

Once you are on the website select the "View Calendar" button.



From the tabs at the top of the page, click the “Online On Demand” tab.



Missouri Workshop Calendar  
For Early Childhood and Youth Development Professionals

Search the Calendar

Month Week **Online** Online On Demand Pre-Approved National First Aid/CPR Training SafeSleep Help

Sunday	Monday	Tuesday	Wednesday	Thursday
30 Heartsaver Pediatric First Aid CPR AED Cancelled-Pediatric First Aid CPR AED Cancelled-Heartsaver Pediatric First Aid CPR AED	1 ServSafe Food Protection Manager Certification Attendance and Invoicing Accuracy Training for Child Care Providers Heartsaver Cpr, First Aid, Aed	2 Nature Unfolds - Discover Nature Schools for K - 2nd Grades 6.0 CCDF Health & Safety Training Cancelled-Fostering Connections	3 Heartsaver Pediatric First Aid CPR AED Introduction to Early Childhood Social & Emotional Health CCDF Cancelled-First Aid and CPR	4 Developmentally What Teachers N
7 Heartsaver Pediatric First Aid CPR AED	8 ServSafe Food Protection Manager Certification Positive Behavior Support 1.0 Facilitating Preschool Aged Children's Coping Skills 1.0	9 Project Construct Module 1 (15) CPR /AED and First Aid training Introduction to Early Childhood Social & Emotional Health CCDF A Place for All Children Module 14:	10 Heartsaver Pediatric First Aid CPR AED Adult CPR/AED/First Aid Blended (Online + Classroom) Adult and Pediatric CPR/AED/First Aid Blended (Online + Classroom)	11 DAEOC Head Sta Training Child Care Subsic Pediatric First Aic Child Care Subsic
14	15	16	17	18

From the pop-up, choose Option B.

**Online On Demand Trainings** x

Online On Demand trainings are sessions that are offered 24 hours a day, 7 days a week and can be taken from any location with internet access.

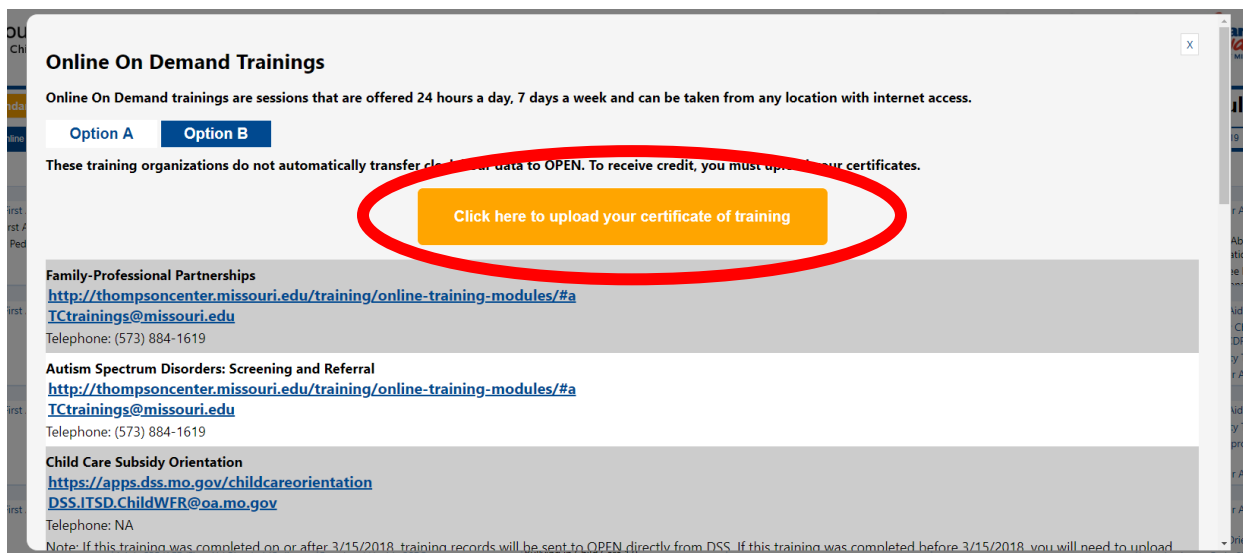
**Option A**

These training organizations automatically transfer clock hour data to OPEN once the session is completed. No certificates need to be uploaded.

**Option B**

These training organizations do **not** automatically transfer clock hour data to OPEN. To receive credit, **you must upload your certificate.**

Now, click the “Click here to upload your certificate of training” button.



**Online On Demand Trainings**

Online On Demand trainings are sessions that are offered 24 hours a day, 7 days a week and can be taken from any location with internet access.

**Option A** **Option B**

These training organizations do not automatically transfer credit or data to OPEN. To receive credit, you must upload your certificates.

**Click here to upload your certificate of training**

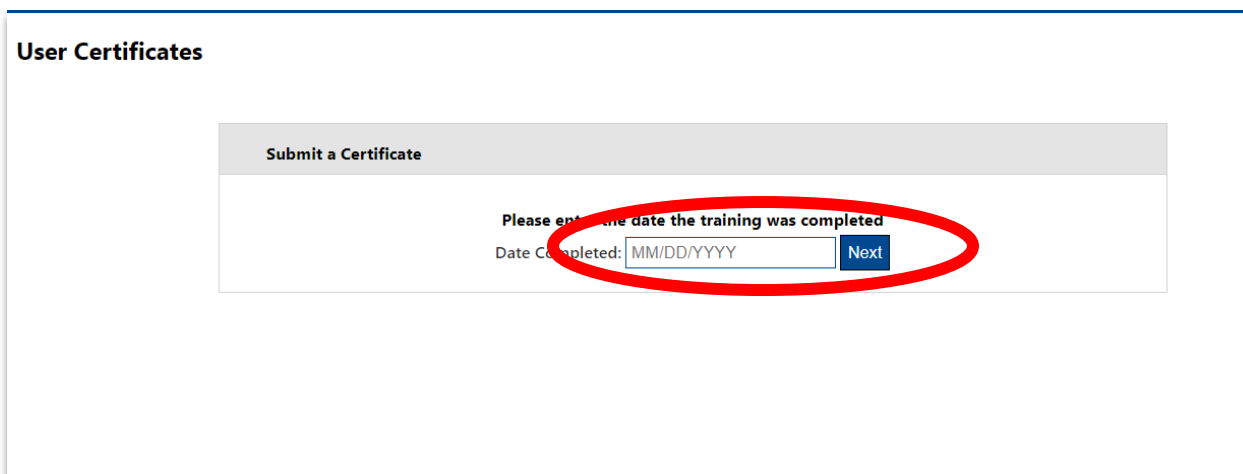
**Family-Professional Partnerships**  
<http://thompsoncenter.missouri.edu/training/online-training-modules/#a>  
[TCtrainings@missouri.edu](mailto:TCtrainings@missouri.edu)  
Telephone: (573) 884-1619

**Autism Spectrum Disorders: Screening and Referral**  
<http://thompsoncenter.missouri.edu/training/online-training-modules/#a>  
[TCtrainings@missouri.edu](mailto:TCtrainings@missouri.edu)  
Telephone: (573) 884-1619

**Child Care Subsidy Orientation**  
<https://apps.dss.mo.gov/childcareorientation>  
[DSS.ITSD.ChildWFR@oa.mo.gov](mailto:DSS.ITSD.ChildWFR@oa.mo.gov)  
Telephone: NA

Note: If this training was completed on or after 3/15/2018, training records will be sent to OPEN directly from DSS. If this training was completed before 3/15/2018, you will need to upload

A new tab will open. Please enter the date the training was completed and hit “Next.”



**User Certificates**

**Submit a Certificate**

Please enter the date the training was completed

Date Completed:  **Next**

Use the drop down to select the session that was completed.

### User Certificates

**Submit a Certificate**

Please enter the date the training was completed

Date Completed:

Session Completed:

MOPD ID:

Email:

No file chosen

Enter your MOPD ID and hit "Verify." If the MOPD ID number entered is correct, your name will populate below the box and the box with the number will be outlined in green.

### User Certificates

**Submit a Certificate**

Please enter the date the training was completed

Date Completed:

Session Completed:

MOPD ID:

Email:

No file chosen

Next, enter your email address.

### User Certificates

**Submit a Certificate**

**Please enter the date the training was completed**

Date Completed:

Session Completed:

MOPD ID:

Email:

No file chosen

Then, click "Choose File" to select the certificate you want to upload from your files.

### User Certificates

**Submit a Certificate**

**Please enter the date the training was completed**

Date Completed:

Session Completed:

MOPD ID:

Email:

No file chosen

Once you've selected your file, click "Submit Certificate."

### User Certificates

**Submit a Certificate**

Please enter the date the training was completed

Date Completed:

Session Completed:

MOPD ID:

Email:

No file chosen

After you submit your certificate and it is reviewed, you will receive an email regarding the status of your certificate.

If you have any questions, please send an email through the "Contact Us" button at the bottom of the page.

**Contact Us**