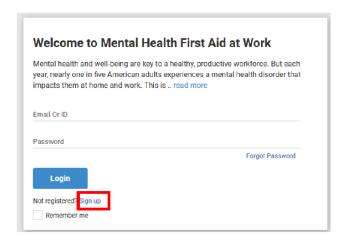
MENTAL HEALTH FIRST AID AT WORK



ACCESSING THE PROPROFS CLASSROOM

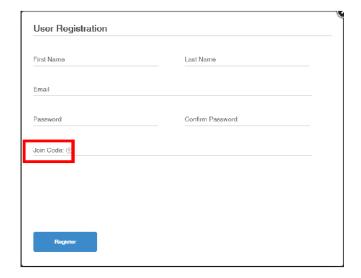
Please follow these steps to access your training pre-work, materials and post-work.



- 1. Access your classroom by clicking the link provided to you in your training email.
- 2. As a new user, click the "Sign Up" button. If you are an existing user, simply enter your credentials and click the "Sign In" button.

3. Complete the required fields. Don't forget to use the join code provided in your training email. Please remember your email and password so that you may return to your account later.

Note: It is highly recommended that you do not use your work password. Create a unique password.





4. Click on your assigned coursework to begin your training as shown.

Note: The course title will vary depending on which training you are assigned. (i.e., Certification, General Awareness)

MENTAL HEALTH FIRST AID AT WORK



UTILIZING THE PROPROFS CLASSROOM

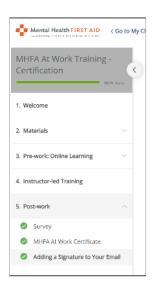


Training materials, such as the MHFA Manual and FAQs, can be found under the second tab, "Materials".

Note: the MHFA Manual can only be viewed through ProProfs and not downloaded to any device.

To earn the certification and receive 100% completion, confirm green check marks next to each activity including: reviewing all material, completing both surveys, and downloading the certificate and the signature for your email.

Note: please check with your organization to ensure that adding the Mental Health First Aider badge to your signature is approved.



Download the certificate

1. Attest



2. "Start"



3. Download

