



# Learning Block 1 Student Checklist

## MATERIALS AND PREPARATION

- Arrange access to as many car seats and booster seats as possible with car seat/booster seat instruction manuals OR access to the online car seat/booster seat instruction manuals.
  - The Lead Instructor may be able to assist with locating car seats and booster seats.
- Arrange access to a vehicle and the vehicle owner's manual.
- Log into your Child Passenger Safety Learning Portal account at [carseateducation.org](http://carseateducation.org).
  - The course will be set up in the Child Passenger Safety Learning Portal one week prior to the virtual kick-off session.
  - If you do not have an account in the Child Passenger Safety Learning Portal, you will receive an email from Car Seat Education with login information.
- Log into the Slack channel.
  - The Slack channel will be set up one week prior to the virtual kick-off session.
  - You will receive an email from Slack with an invitation link to join the private Slack channel for your course.
- Confirm receipt of the virtual session invites.
  - The Lead Instructor will email the meeting invites to the course participants.

## STUDENT ORIENTATION MATERIALS

- Review the student orientation materials at the start of the online learning modules.

## VIRTUAL KICK-OFF SESSION

- Attend the mandatory virtual kick-off session.
- After the virtual kick-off session, complete the virtual kick-off assignment.
  - An Instructor/Coach must approve the assignment to advance to Module 1.

## MODULE 1

- Complete Module 1 in the Child Passenger Safety Learning Portal at [carseateducation.org](http://carseateducation.org).
- In the Slack channel, post child passenger safety statistics from the Stat Scavenger Hunt. (Module 1, Segment 4)

## MODULE 2

- Complete Module 2 in the Child Passenger Safety Learning Portal at [carseateducation.org](https://carseateducation.org).
- Complete the following video and submit it to your assigned Instructor/Coach via a direct message in the Slack channel.
  - Install a Car Seat (Module 2, Segment 2)
- Schedule and hold a virtual meeting with your assigned Instructor/Coach to review the Install a Car Seat video.
  - This one-on-one meeting must be completed to advance to Module 2.

## MODULE 3

- Complete Module 3 in the Child Passenger Safety Learning Portal at [carseateducation.org](https://carseateducation.org).
- Complete the following **Learn • Practice • Explain** video and submit it to your assigned Instructor/Coach via a direct message in the Slack channel.
  - LPE: Ride Down (Module 3, Segment 8)

## MODULE 4

- Complete Module 4 in the Child Passenger Safety Learning Portal at [carseateducation.org](https://carseateducation.org).
- Identify types of retractors and latch plates in a vehicle.
  - Use the Worksheet provided in Module 4, Segment 10 or *Technician Guide* 4-13.
- Complete the following **Learn • Practice • Explain** video and submit it to your assigned Instructor/Coach via a direct message in the Slack channel.
  - LPE: Lockability (Module 4, Segment 17)
- Practice and prepare to contribute to the **Learn • Practice • Explain** discussion during Checkpoint 1.
  - LPE: Retractors (Module 4, Segment 6)
  - LPE: Latch Plates (Module 4, Segment 11)

## MODULE 5

- Complete Module 5 in the Child Passenger Safety Learning Portal at [carseateducation.org](https://carseateducation.org).
- Locate air bag markings and warnings in a vehicle.
  - Use the Worksheet provided in Module 5, Segment 5 or *Technician Guide* 5-11.
- OPTIONAL: Take photos of air bag markings and warning labels in a vehicle and post them to the Slack channel. (Module 5, Segment 8)
- Complete the following **Learn • Practice • Explain** video and submit it to your assigned Instructor/Coach via a direct message in the Slack channel.
  - LPE: Air Bag Types (Module 5, Segment 9)

## **VIRTUAL CHECKPOINT 1**

- Attend the mandatory virtual Checkpoint 1.
- Complete the LPE Video Checklist 1.
  - All assigned LPE videos for Learning Block 1 must be submitted to advance to Quiz 1.
- After Checkpoint 1, complete the virtual Checkpoint 1 assignment.
  - An Instructor/Coach must approve the assignment to advance to Quiz 1.

## **QUIZ 1**

- Prepare for and complete Quiz 1.
  - There are three quizzes during the course with a total of 50 questions. To pass, 42 of 50 questions must be answered correctly. Retests are not allowed.
  - Quiz 1 has 21 questions. An audio option is available for each question.
  - Quiz 1 must be completed in 45 minutes or less.

# Learning Block 2 Student Checklist

## MODULE 6

- Complete Module 6 in the Child Passenger Safety Learning Portal at [carseateducation.org](https://carseateducation.org).
- Complete the following **Learn • Practice • Explain** video and submit it to your assigned Instructor/Coach via a direct message in the Slack channel.
  - LPE: Finding LATCH (Module 6, Segment 5)
- Practice and prepare to contribute to the **Learn • Practice • Explain** discussion during Checkpoint 2.
  - LPE: LATCH Weight Limits (Module 6, Segment 6)

## MODULE 7

- Complete Module 7 in the Child Passenger Safety Learning Portal at [carseateducation.org](https://carseateducation.org).
- Practice identifying the parts of a car seat.
  - Use the Worksheet provided in Module 7, Segment 12.
- Complete the following **Learn • Practice • Explain** videos and submit them to your assigned Instructor/Coach via a direct message in the Slack channel.
  - LPE: NHTSA Recommendations (Module 7, Segment 3)
  - LPE: Recalls (Module 7, Segment 7)
  - LPE: Expiration Dates (Module 7, Segment 9)

## MODULE 8

- Complete Module 8 in the Child Passenger Safety Learning Portal at [carseateducation.org](https://carseateducation.org).
- Practice installing a rear-facing car seat in a vehicle. (Module 8, Segment 10)
  - Take a photo of the car seat outside of the vehicle and the car seat installed in the vehicle.
  - OPTIONAL: Record a video of the installation describing the actions.
- Share the installation photos in the Slack channel. (Module 8, Segment 10)
  - OPTIONAL: Share the video of the installation with your assigned Instructor/Coach via a direct message in the Slack channel.
- Complete the following **Learn • Practice • Explain** videos and submit them to your assigned Instructor/Coach via a direct message in the Slack channel.
  - LPE: Car Seat Weight and Height Limits (Module 8, Segment 4)
  - LPE: Locate the Recline Indicator (Module 8, Segment 9)
- Practice and prepare to contribute to the **Learn • Practice • Explain** discussion during Checkpoint 2.
  - LPE: Adjust Harness Height and Buckle Strap, and Harness Practice (Module 8, Segment 8)
  - LPE: Communication Skills, and Common Caregiver Questions (Module 8, Segment 11)

## **VIRTUAL CHECKPOINT 2**

- Attend the mandatory virtual Checkpoint 2.
- Complete the LPE Video Checklist 2.
  - All assigned LPE videos for Learning Block 2 must be submitted to advance to Quiz 2.
- After Checkpoint 2, complete the virtual Checkpoint 2 assignment.
  - An Instructor/Coach must approve the assignment to advance to Quiz 2.

## **QUIZ 2**

- Prepare for and complete Quiz 2.
  - There are three quizzes during the course with a total of 50 questions. To pass, 42 of 50 questions must be answered correctly. Retests are not allowed.
  - Quiz 2 has 13 questions. An audio option is available for each question.
  - Quiz 2 must be completed in 45 minutes or less.

# Learning Block 3 Student Checklist

## MODULE 9

- Complete Module 9 in the Child Passenger Safety Learning Portal at [carseateducation.org](http://carseateducation.org).
- Practice installing a forward-facing car seat in a vehicle.
  - Use the Worksheet provided in Module 9, Segment 5.
  - OPTIONAL: Take photos of the installation and share on in the Slack channel. (Module 9, Segment 5)
- Share about the installation experience in the Slack channel. (Module 9, Segment 5)
  - Explain any challenges you experienced during the activity.
  - If you were able to do both LATCH and seat belt installations, compare them. Were you able to obtain a secure fit either way?
  - How easy/difficult was it to locate LATCH components (lower anchors and tether anchors)?
  - How easy/difficult was it to locate necessary information in the car seat instruction manual and vehicle owner's manual?
  - What tips or pointers from your course materials were most helpful as you installed the forward-facing car seat?
- Practice and prepare to contribute to the **Learn • Practice • Explain** discussion during Checkpoint 3.
  - LPE: Harness Topics (Module 9, Segment 6)
  - LPE: Communication Skills (Module 9, Segment 9)

## MODULE 10

- Complete Module 10 in the Child Passenger Safety Learning Portal at [carseateducation.org](http://carseateducation.org).
- Practice securing a booster seat in a vehicle.
  - Use the Worksheet provided in Module 10, Segment 8 or *Technician Guide* 10-15.
- Complete the following **Learn • Practice • Explain** videos and submit them to your assigned Instructor/Coach via a direct message in the Slack channel.
  - LPE: Motivate for Booster Seat Use (Module 10, Segment 9)
  - LPE: Motivate to Use Best Practices (Module 10, Segment 12)
- Practice and prepare to contribute to the **Learn • Practice • Explain** discussion during Checkpoint 3.
  - LPE: Booster Seat Conversions (Module 10, Segment 7)

## SKILLS EVALUATION

- Prepare for and complete the skills evaluation.
  - To pass, 30 of 34 questions must be answered correctly. Retests are not allowed.
  - The skills evaluation must be completed in 45 minutes or less.

## MODULE 11

- Complete Module 11 in the Child Passenger Safety Learning Portal at [carseateducation.org](http://carseateducation.org).
- OPTIONAL: Research if your state requires seat belts on school buses and post your findings in the Slack channel.

## MODULE 12

- Complete Module 12 in the Child Passenger Safety Learning Portal at [carseateducation.org](http://carseateducation.org).
- Practice and prepare to contribute to the **Learn • Practice • Explain** discussion during Checkpoint 3.
  - LPE: Social Media Scenarios (Module 12, Segment 7)

## MODULE 13

- Complete Module 13 in the Child Passenger Safety Learning Portal at [carseateducation.org](http://carseateducation.org).
- Review the video from Module 2 when you did your first car seat installation. (Module 13, Segment 7)
- Share in the Slack channel the advice you'd give to your "former self" who did the first installation in Learning Block 1. Answer the following questions in your post: (Module 13, Segment 7)
  - Now that you've learned and practiced the skills for proper car seat installation, what guidance would you give yourself, based on your video recording?
  - How do you rate your progress based on your video recording, and how you feel now?

## VIRTUAL CHECKPOINT 3

- Attend the mandatory virtual Checkpoint 3.
- Complete the LPE Video Checklist 3.
  - All assigned LPE videos for Learning Block 3 must be submitted to advance to Quiz 3.
- After Checkpoint 3, complete the virtual Checkpoint 3 assignment.
  - An Instructor/Coach must approve the assignment to advance to Quiz 3.

## QUIZ 3

- Prepare for and complete Quiz 3.
  - There are three quizzes during the course with a total of 50 questions. To pass, 42 of 50 questions must be answered correctly. Retests are not allowed.
  - Quiz 3 has 16 questions. An audio option is available for each question.
  - Quiz 3 must be completed in 45 minutes or less.
  - Quiz 3 must be completed prior to the start of the Learning Block 4 in-person days.

# Learning Block 4 Student Checklist

## HANDS-ON PRACTICE

- Prepare for the following hands-on practice activities conducted during Learning Block 4:
  - Install Rear-facing Car Seats (*Technician Guide 8-17*)
  - Install Forward-facing Car Seats (*Technician Guide 9-11*)
  - Examine Car Seat Misuse (*Technician Guide 9-14*)
  - Secure a Booster Seat (*Technician Guide 10-15*)
  - **Learn • Practice • Explain:** Conduct a Seat Check (*Technician Guide 12-9*)

## SKILLS EVALUATIONS

- Prepare for the following skills evaluations conducted during Learning Block 4:
  - Skills Evaluation 1: Vehicle Systems
  - Skills Evaluation 2: Select and Install Car Seats and Booster Seats
  - Skills Evaluation 4: Checkup Event