The EDA Institute
Online Participant Instructions

Thank you for your enrolling in the EDA Institute. We are pleased you are part of our online learning community. Below are instructions to help you make the most of your learning experience.

You have 6 months to complete this course from the time of enrollment offering flexibility for your learning schedule. The course usually takes between 3.5 and 4.5 hours to complete, and you can refer to the materials throughout the 6-month period.
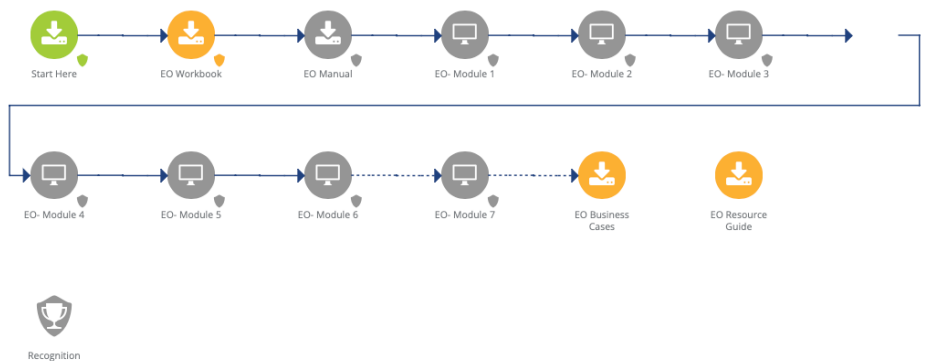
1. **Accessing Your Course:**

   - Bookmark https://cedtp.skillbuilder.co
   - First time users, create an account.
   - Create a username and password to log in.
   - Once you are on the platform, go to "Learning Plan" on the left-hand side to see your course(s).

2. **Navigating the Learning Path:**

   - Once you click on your course, the learning path is revealed.
   - Click on each item and follow the instructions.
   - The Manual and Workbook must be downloaded before you can begin the modules.
   - The green indicator means the task is completed; orange indicates an activated item, while grey signals uncompleted learning items.

Learning Path Example:

   - Forums, mentioned in the modules and located in the sidebar menu, are intended for learners in groups led by a facilitator. Individual learners should ignore reference to forums in the modules.

3. **The Modules**:

- You'll have the choice to launch each module in either Modal or New Window view.
- Once you have completed a module in Modal View, simply select the "close" button at the bottom of the screen to return to the learning path.
- If you opt for New Window view, navigate back to the top of the menu bar in your browser to return to the learning path.

4. **Course Certificate**:

- Upon completing your course, you'll receive a Course Certificate. Click on the *Trophy Icon* at the end of the course to download it.

5. **For further Study**:

- All courses are developed by Economic Developers Alberta (EDA).
- Refer to the Catalogue to review courses in EDA's Community Economic Development Training Program (CEDTP).
- Core Courses are eligible for points toward the Ec.D. professional designation.

We are committed to your success and are here to support you every step of the way. If you have any questions or concerns, please contact us at admin@edaalberta.ca.

Sincerely,

The EDA Institute

About the EDA Institute

Pioneered by Economic Developers Alberta (EDA), the EDA Institute is a platform designed to enhance accessibility to EDA's world-class Community Economic Development Training Program. Its growing number of courses cover many topics and deliver real-world applications, equipping professionals to make meaningful contributions to their communities. EDA, Alberta's only professional organization for economic developers, provides valued expertise that is integral to fostering an economically prosperous, diverse, sustainable Alberta. PrairiesCan and the Government of Alberta support the development of this evolving platform.