



**AGENDA**  
**ASQ ONLINE**

***Virtual Training for Pro and Enterprise Account Subscriptions***

- 11:00 AM ET** Welcome and Introductions  
Overview of ASQ Online  
Preparing for Screening and User Roles  
*Create Child Profiles, Scoring, Caregiver Profiles, My Profile, Screening Preferences*  
*Discuss New Features*  
**Exercise 1: Prepare for a Screening and Review Results**
- 12:30 PM** ***Break (10-minutes)***
- 12:40 PM** Sharing Results  
*Creating documents and packets, setting tasks, follow-up*  
*Demo Online*  
**Exercise 2: Tasks and Screening Management**
- 2:00 PM** ***Lunch (40-minutes)***
- 2:40 PM** Reports  
Creating reports, customizing report output, making reports exciting  
*Demo Online*  
**Exercise 3: Exploring ASQ Online Reports**
- 3:30 PM** ***Break (10-minutes)***
- 3:40 PM** *Family Access*  
*Setting up sites, sharing URLs, sending emails, processing incoming screens*  
*Demo Online*  
**Exercise FA: Family Access – Prepare for a Screening and Review Results**  
Q &A  
Please complete the Feedback Evaluation Form
- 5:00 PM** Adjourn

All times listed are for the Eastern Time Zone; times are approximate and subject to change.