



2024

AGENDA

ASQ ONLINE INSTITUTE

Virtual Training for Pro and Enterprise Account Subscriptions

All times listed are for the **Eastern Time Zone**; times are approximate and subject to change.
Please adjust your start time to your local time zone.

- 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
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
- 5:00 PM** Adjourn

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