To properly complete this course:

1. Open the launch.html file using **Internet Explorer or Firefox (Google Chrome is currently unable to run the course properly)**. In order to store your progress between sessions, ensure you have your browser cookies enabled.
2. Follow the instructions to enter the course.
3. Adjust your Flash Security Settings, as detailed below. ***Note: This only has to be done the first time you access the course.***
4. Enter your first and last name, exactly as you wish them to appear on your certificate of completion.

Adjusting Flash Security Settings

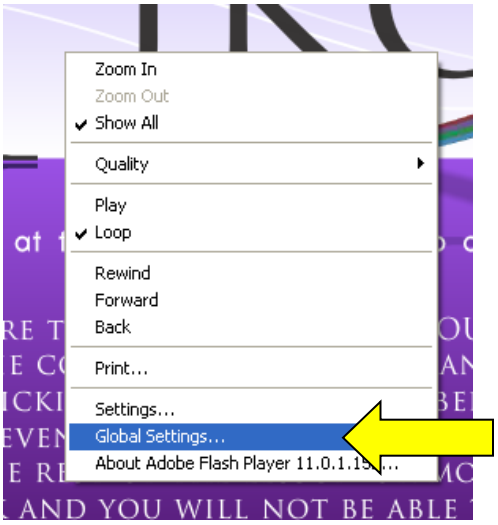
In order to properly view this course, you must adjust your Flash player security settings.

**You must be connected to the Internet while performing these steps.*

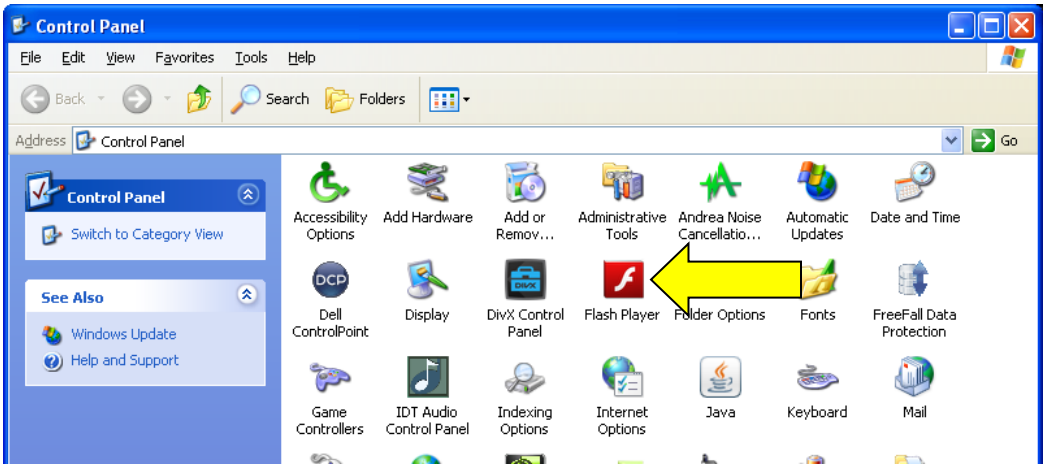
If you have Flash Player 10.3 or above:

* If below this version, please go to page 5.

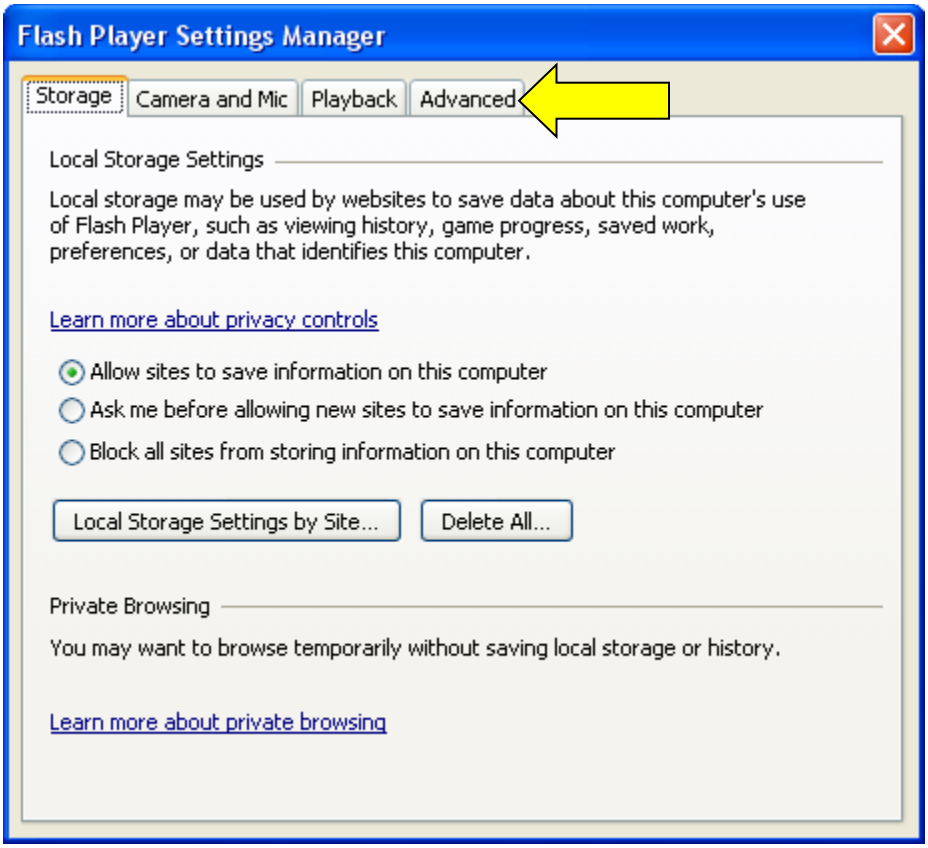
1. First, you need to open the Flash Player Settings Manager Window. This can be done one of two ways:
    a. Option 1:
        i. Launch the course in the web browser you plan to use.
        ii. Right-click on the content area of the first page to bring up the Flash menu. Select "Global Settings…"



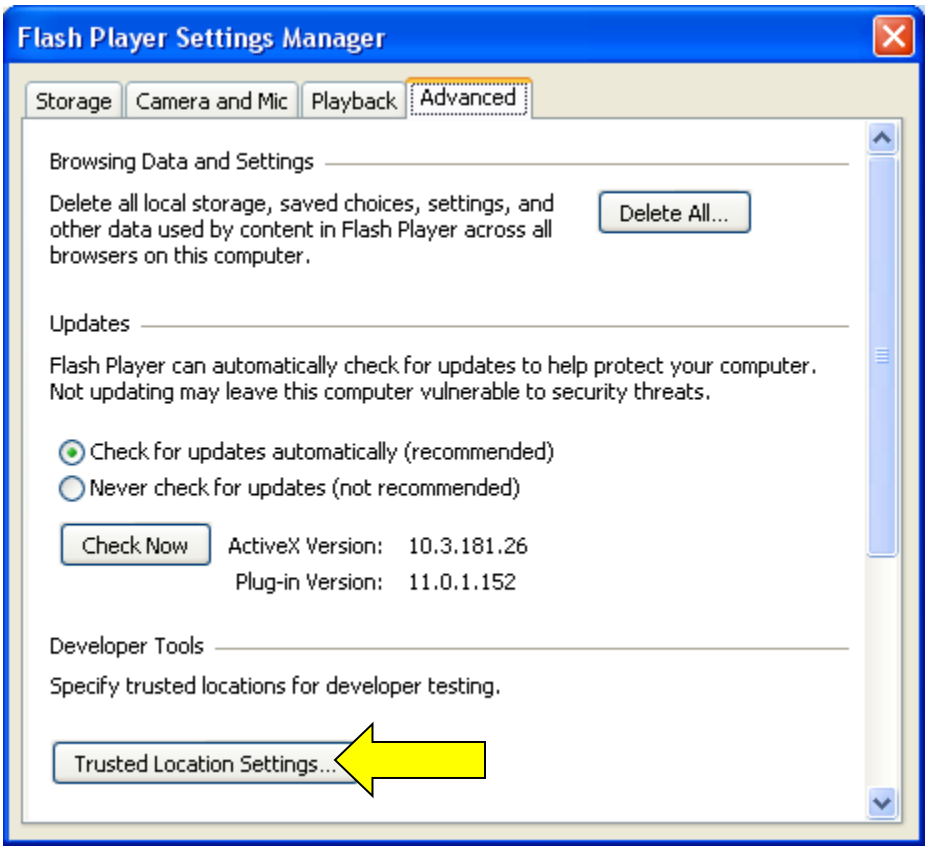
    b. Option 2:
        i. Go to the "Start" menu and open the "Control Panel".
        ii. Locate the Flash Player icon and double-click to open it.



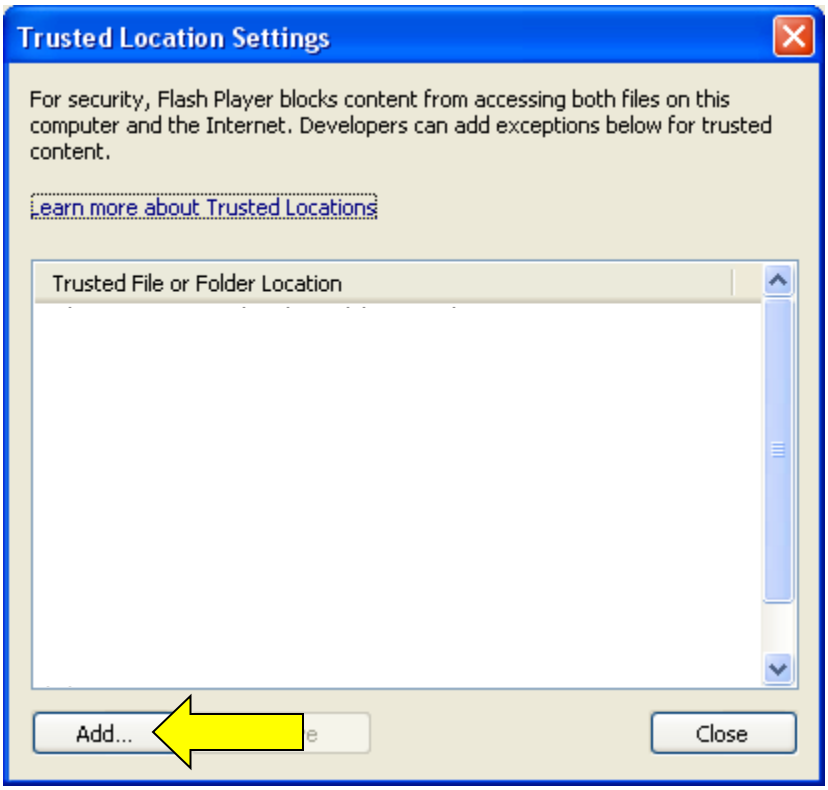
Select the “Advanced” tab in the Flash Player Settings Manager Window.



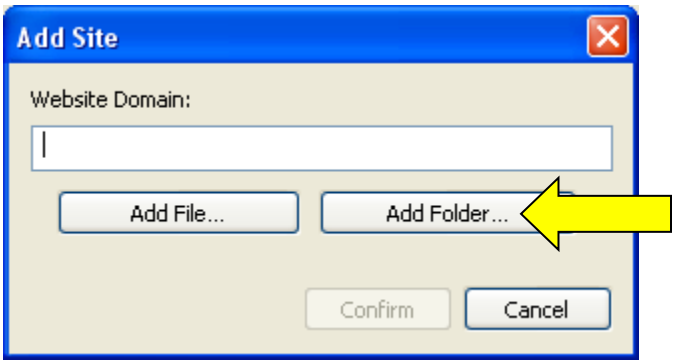
2. Click the “Trusted Location Settings…” button at the bottom of the screen.



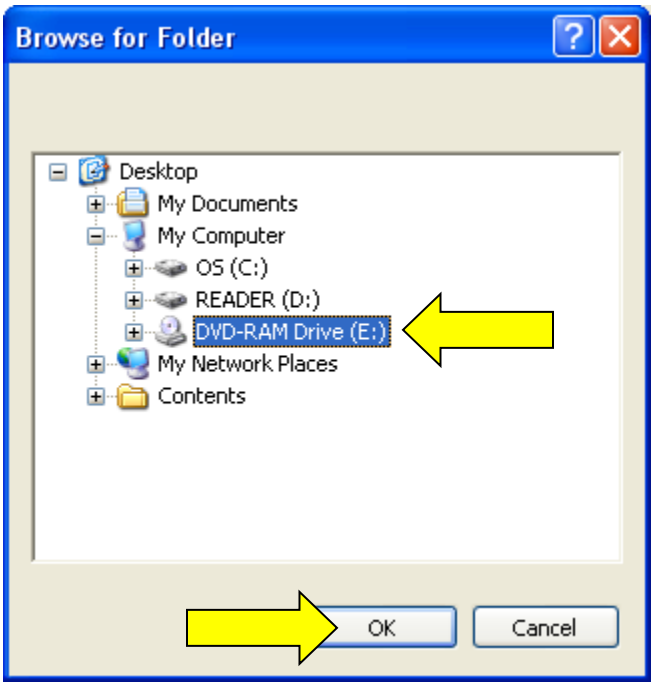
3. Click the “Add…” button.



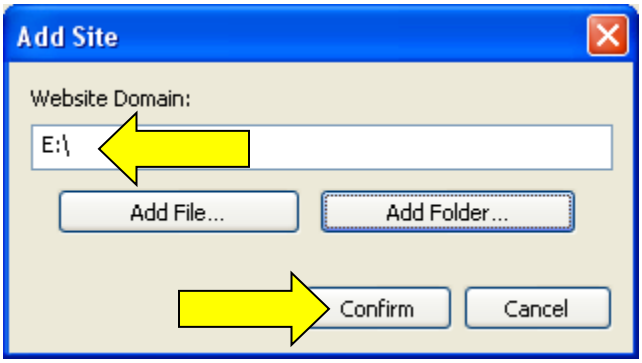
4. Click the “Add Folder…” button.



5. Navigate to your CD/DVD drive. Highlight it and click “OK”.



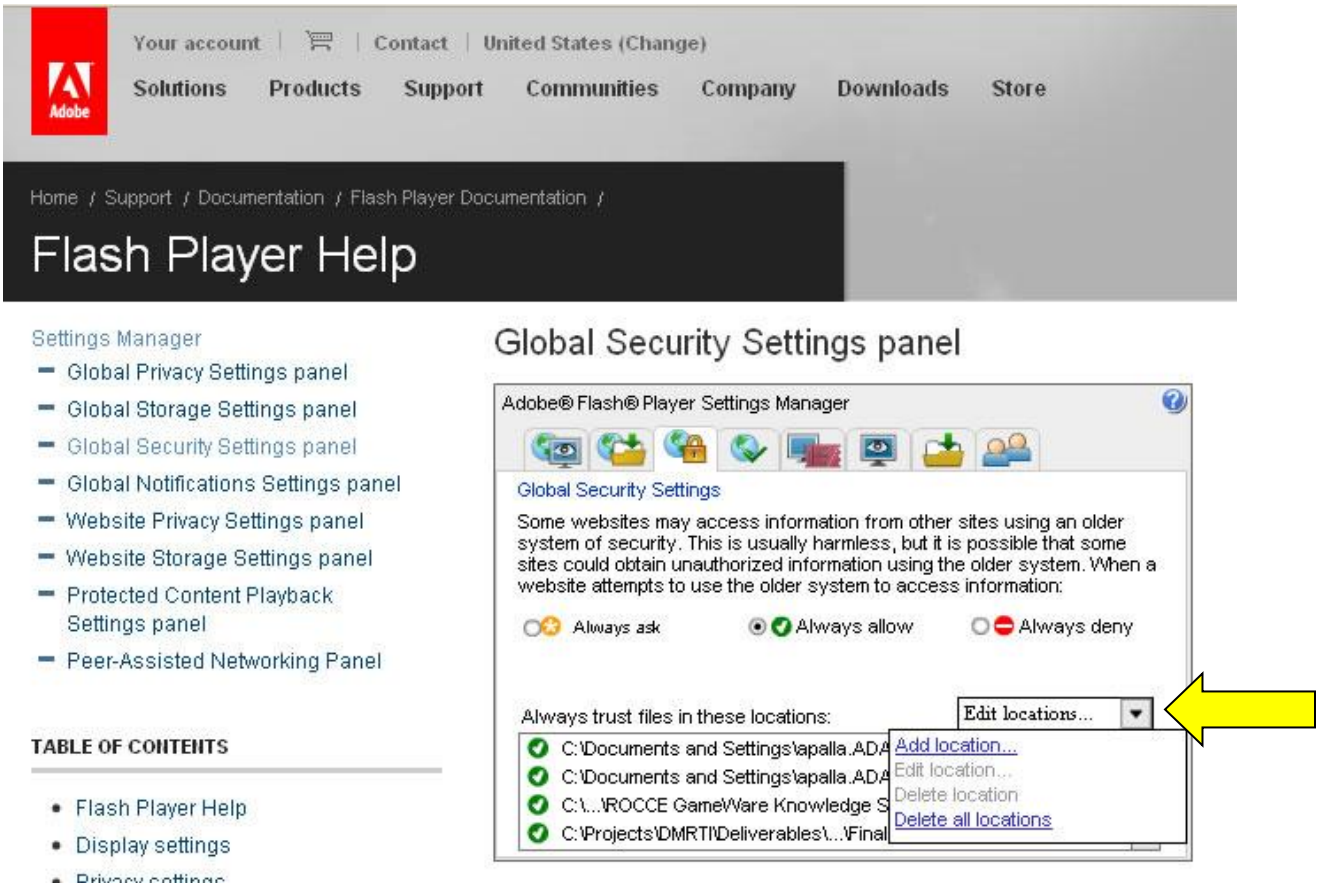
6. The path to the drive should now be displayed in the Website Domain box. Click “Confirm”.



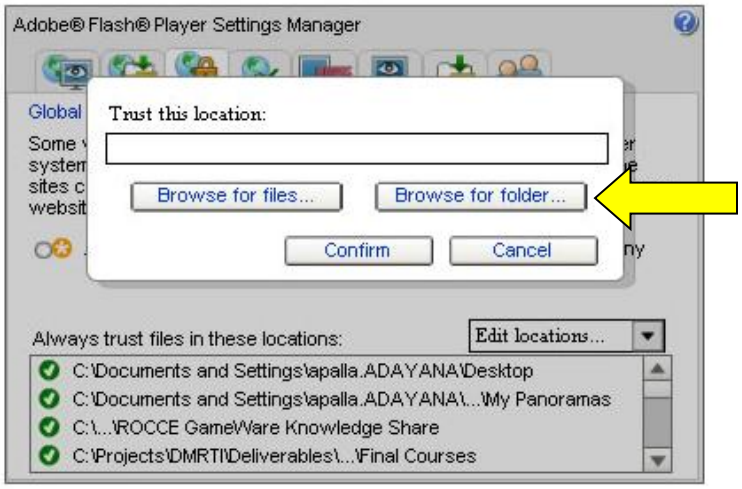
7. Click close on the Trusted Location Settings Window and close the Flash Player Security Settings Window.
8. Exit your browser and re-start the course.

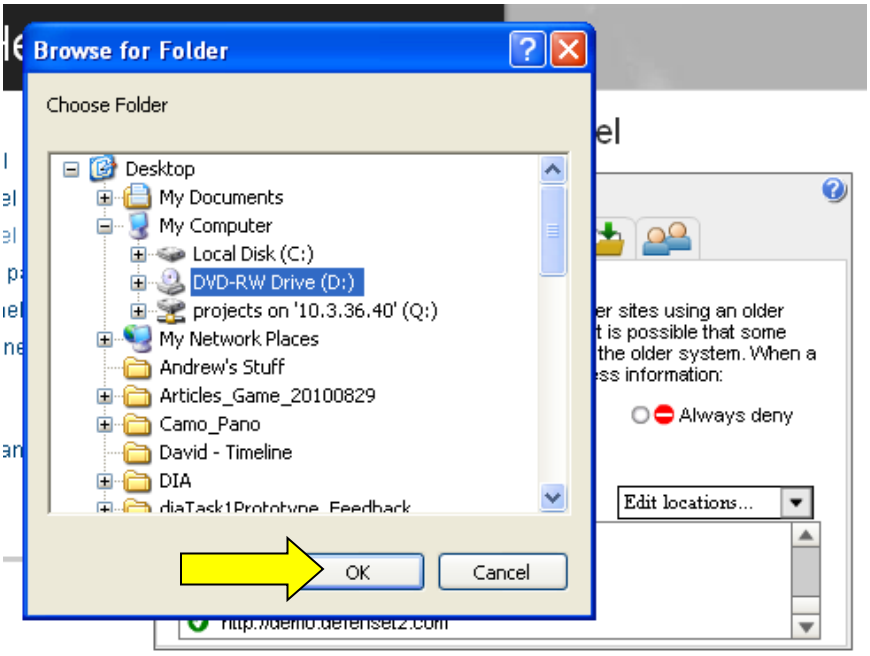
If you have a Flash Player below version 10.3:

1. Open the web browser that you plan to use. Go to: http://www.macromedia.com/support/documentation/en/flashplayer/help/settings_manager04.html
2. This should take you directly to the "Global Security Settings Panel". If it does not, select the "Global Security Settings Panel" from the Settings Manager list on the left.
3. Click the "Edit Locations" drop-down in the security settings panel. Select "Add location".



4. Click "Browse for folder" and navigate to the location of the files you want to view (e.g., CD/DVD drive).





5. Click OK.
6. Check to be sure the location you selected is now listed in the "Always trust files from these locations" list.
7. You should now be able to run the files. If you move the files to another location, you must repeat these steps for the new location.