


Multiple People Multiple Objectives



Class of 2 people ---
Alvin Stutler
Alvin2 Stutler

Completing 3 objectives in
1001 Live Fire Prerequisite ---
FF 01-I.01
FF 01-I.02
FF 01-I.03

Overview

Tracking

Certifications

Components

Objectives

Bulk Entry

Certification Overview

Certification Activity

Contact Name	Parent Certification Name	Description	Date
Peter Bowman	1001: Live Fire Prerequisite	Admin Review Needed	4/25/2019
Peter Bowman	1001: Live Fire Prerequisite	Completed	4/25/2019
Peter Bowman	1001: Live Fire Prerequisite	Completed	4/25/2019
Peter Bowman	1001: Live Fire Prerequisite	Completed	4/25/2019
Peter Bowman	1001: Live Fire Prerequisite	Completed	4/25/2019
Peter Bowman	1001: Live Fire Prerequisite	Completed	4/25/2019

Action Required

Contact Name	Certification or Component Name	Description	Actions
Aaron Zawacki	TCFP Basic	Application Requires Approval	<input checked="" type="checkbox"/>
Adam Ekblaw	TCFP Basic	Application Requires Approval	<input checked="" type="checkbox"/>
Adam Ricci	TCFP Basic	Application Requires Approval	<input checked="" type="checkbox"/>
Adam Troncoso	TCFP Basic	Application Requires Approval	<input checked="" type="checkbox"/>

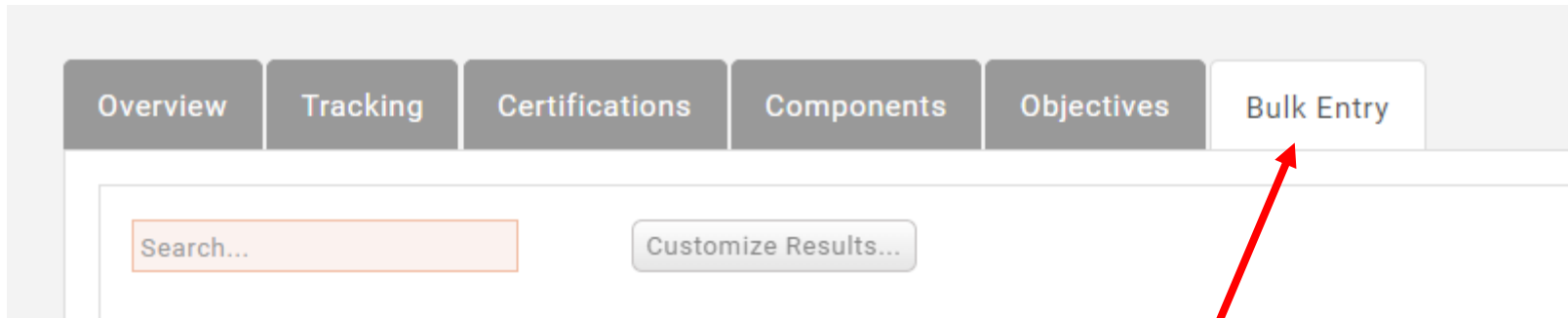
**Select**

Common Tasks

Enroll a contact
Print a Roster

Reports

Certification Progress Report
Certification Individual Report
Certification Summary Report
Roster Report



Select

Use all 3 drop down boxes

Certification Bulk Entry Advanced Filter

Contacts

Alvin Stutler x

Alvin2 Stutler x

Add Contacts

Certifications

1001: Live Fire Prerequisite ▾

Components

✓ Select All x Select None

ff x

FF 01-I.01 ✓

FF 01-I.02 ✓

FF 01-I.03 ✓

FF 01-I.04

FF 01-I.05

FF 01-I.06

FF 01-I.07

FF 01-I.08

FF 01-I.09 ▾

Bulk Entry

Certification Bulk Entry Advanced Filter

Contacts

Alvin Stutler x

Alvin2 Stutler x

Add Contacts

Certifications

1001: Live Fire Prerequisite ▾

Components

FF 01-I.01, FF 01-I.02, FF 01-I.03 ▾

Cancel Done

Task CS-02.03

Control hazards, given personal protective equipment and a confined space tool kit, so that the rescue area is established; access to the incident scene is controlled; rescuers are protected from exposure to hazardous materials and atmospheres, all forms of harmful energy releases, and physical hazards and victims are protected from further

Select

Overview

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Certifications

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Bulk Entry

Select

Search...

Customize Results...

Contacts: Alvin Stutler,Alvin2 Stutler x

Certifications: 1001: Live Fire Prerequisite x

Components: FF 01-I.01,FF 01-I.02,FF 01-I.03 x [Clear All]

Mark All Completed

<input type="checkbox"/>	Contact Name	Type	Component Name	Description	Code	Certification
<input checked="" type="checkbox"/>	Alvin Stutler	Task	FF 01-I.03	Trainee shall identify the fire department rules and regulations as they apply to all members of the department.	FF01I03	1001: Live Fire Prerequisite
<input checked="" type="checkbox"/>	Alvin2 Stutler	Task	FF 01-I.03	Trainee shall identify the fire department rules and regulations as they apply to all members of the department.	FF01I03	1001: Live Fire Prerequisite
<input checked="" type="checkbox"/>	Alvin2 Stutler	Task	FF 01-I.02	Trainee shall identify the size of the fire department, the scope of its operation, and the Standard Operational Procedures (SOPs).	FF01I02	1001: Live Fire Prerequisite
<input checked="" type="checkbox"/>	Alvin Stutler	Task	FF 01-I.02	Trainee shall identify the size of the fire department, the scope of its operation, and the Standard Operational Procedures (SOPs).	FF01I02	1001: Live Fire Prerequisite
<input checked="" type="checkbox"/>	Alvin Stutler	Task	FF 01-I.01	Trainee shall identify the organizational structure of the fire department and his/her role in it.	FF01I01	1001: Live Fire Prerequisite
<input checked="" type="checkbox"/>	Alvin2 Stutler	Task	FF 01-I.01	Trainee shall identify the organizational structure of the fire department and his/her role in it.	FF01I01	1001: Live Fire Prerequisite



Overview

Tracking

Edit Certification Bulk Entry



Completed On

4/26/2019



Hours Earned

0

Credits Earned

0

Cancel

Done

Select

Search...



Contact Name



Alvin Stutler

Task

FF 01-I.03

regulations as they apply to all members of the department.

FF01I03

1001: Live Fi



Alvin2 Stutler

Task

FF 01-I.03

Trainee shall identify the fire department rules and regulations as they apply to all members of the department.

FF01I03

1001: Live Fi



Alvin2 Stutler

Task

FF 01-I.02

Trainee shall identify the size of the fire department, the scope of its operation, and the Standard Operational Procedures (SOPs).

FF01I02

1001: Live Fi



Alvin Stutler

Task

FF 01-I.02

Trainee shall identify the size of the fire department, the scope of its operation, and the Standard Operational Procedures (SOPs).

FF01I02

1001: Live Fi



Alvin Stutler

Task

FF 01-I.01

Trainee shall identify the organizational structure of the fire department and his/her role in it.

FF01I01

1001: Live Fi



Alvin2 Stutler

Task

FF 01-I.01

Trainee shall identify the organizational structure of the fire department and his/her role in it.

FF01I01

1001: Live Fi

Select and move on



OverviewTrackingCertificationsComponentsObjectivesBulk Entry

Search...

Customize Results...Contacts: Alvin Stutler,Alvin2 Stutler ✕Certifications: 1001: Live Fire Prerequisite ✕Components: FF 01-I.01,FF 01-I.02,FF 01-I.03 ✕[Clear All]

Contact Name⇅Type⇅Component Name⇅Description⇅Code⇅Certification⇅

- Dashboard
- Contacts
- Memberships
- Billing
- Events
- Reports
- Communication
- Lists/Committees
- Cloud
- Web Content
- Certification**
- Fundraising
- Setup
- Enable More!

Overview

Tracking

Certifications

Components

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Bulk Entry

Certification Overview

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Adam Ekblaw	TCFP Basic	Application Requires Approval	<input checked="" type="checkbox"/>
Adam Ricci	TCFP Basic	Application Requires Approval	<input checked="" type="checkbox"/>
Adam Troncoso	TCFP Basic	Application Requires Approval	<input checked="" type="checkbox"/>

Select

Now to verify the entries

Overview

Tracking

Certifications

Components

Objectives

Bulk Entry

alvin

Certification: 1001: Live Fire Pi

Customize Results...

Certification: 238

Criteria: alvin

[Clear All]

Click

+ Add

Contact Name	Certification Name	Start Date	% Complete	Hr	Cr	Completed Date	Status	Actions
Alvin2 Stutler	1001: Live Fire Prerequisite	4/23/2019	1	0	0		In Progress	
Alvin Stutler	1001: Live Fire Prerequisite	12/14/2018		0	0		In Progress	

Edit Progress Tracker - Alvin2 Stutler - 1001: Live Fire Prerequisite

Search...

Mark All Com

Type ⌵	Name ▲	Description ⌵	Approved ⌵	Date Completed ⌵	Completed ⌵
Task	FF 01-I.01	Trainee shall identify the organizational structure of the fire department and his/her role in it.		1/1/1901	<input checked="" type="checkbox"/>
Task	FF 01-I.02	Trainee shall identify the size of the fire department, the scope of its operation, and the Standard Operational Procedures (SOPs).		1/1/1901	<input checked="" type="checkbox"/>
Task	FF 01-I.03	Trainee shall identify the fire department rules and regulations as they apply to all members of the department.		1/1/1901	<input checked="" type="checkbox"/>
Task	FF 01-I.04	Trainee shall identify the mission of the fire service.		4/26/2019	<input type="checkbox"/>
Task	FF 01-I.05	Trainee shall identify the role of other agencies as they relate to the fire department.		4/26/2019	<input type="checkbox"/>

Looks Good

Cancel

OverviewTrackingCertificationsComponentsObjectivesBulk Entry

alvin2

Show only...

Customize Results...

Criteria: alvin2 x [Clear All]

Add

Contact Name	Certification Name	Start Date	% Complete	Hr	Cr	Completed Date	Status	Actions
Alvin2 Stutler	1001: Live Fire Prerequisite	4/23/2019		0	0		In Progress	<input checked="" type="checkbox"/>

Now check the other Member



Mark All Complete

Type	Name	Description	Approved	Date Completed	Completed
Task	FF 01-I.01	Trainee shall identify the organizational structure of the fire department and his/her role in it.		1/1/1901	<input checked="" type="checkbox"/>
Task	FF 01-I.02	Trainee shall identify the size of the fire department, the scope of its operation, and the Standard Operational Procedures (SOPs).		1/1/1901	<input checked="" type="checkbox"/>
Task	FF 01-I.03	Trainee shall identify the fire department rules and regulations as they apply to all members of the department.		1/1/1901	<input checked="" type="checkbox"/>
Task	FF 01-I.04	Trainee shall identify the mission of the fire service.		4/26/2019	<input type="checkbox"/>
Task	FF 01-I.05	Trainee shall identify the role of other agencies as they relate to the fire department.		4/26/2019	<input type="checkbox"/>



Looks good also



- Contacts
- Memberships
- Billing
- Events
- Reports**
- Communication
- Lists/Committees


Show only... ▼


Customize Results...


Result Count: 110


[IndividualCertStatus](#)


[Individual Progress Report](#)

[Certification Summary Report](#)

[Certification Roster Report](#)

[Certification Progress Report](#)

[Certification Individual Report](#) ★

[Certification General Report](#)

Now check the
report for accuracy

Certification Progress Report

Certification Type Name
1001: Live Fire Prerequisite

Status
-- No Choice --

Certification Category
-- Select a Certification Category --

Certification Component Name

Component Type
-- No Choice --

Enrollment Date
No Dates Selected

Additional Criteria / Filters
+

Contact Name

Contains

alvin2

Display Options

Fields to Display
Certification Type Name, Completion Status, Component Name, Contact Name

Summarize By
Add Summarize By

Display Mode
Detail

Category --

me

Run Report ▼

- Export as PDF
- Export as Excel
- Export Summary as Excel
- Export Summary as PDF

Email Report

Add to List

Save As New Report...

Add as Favorite Report

Select

To create a table in Excel see
video #5 slide 13

1	Contact Name ▼	Certification Type Name ▼	Certification Component Name ▼	Completion Status ▼
2	Alvin Stutler	1001: Live Fire Prerequisite	FF 01-I.01	Completed
3	Alvin Stutler	1001: Live Fire Prerequisite	FF 01-I.02	Completed
4	Alvin Stutler	1001: Live Fire Prerequisite	FF 01-I.03	Completed
5	Alvin Stutler	1001: Live Fire Prerequisite	FF 01-I.04	Not Completed
6	Alvin Stutler	1001: Live Fire Prerequisite	FF 01-I.05	Not Completed
7	Alvin Stutler	1001: Live Fire Prerequisite	FF 01-I.06	Not Completed
8	Alvin Stutler	1001: Live Fire Prerequisite	FF 01-I.07	Not Completed
9	Alvin Stutler	1001: Live Fire Prerequisite	FF 01-I.08	Not Completed
10	Alvin Stutler	1001: Live Fire Prerequisite	FF 01-I.09	Not Completed
11	Alvin Stutler	1001: Live Fire Prerequisite	FF 01-I.10	Not Completed
12	Alvin Stutler	1001: Live Fire Prerequisite	FF 01-I.11	Not Completed
13	Alvin Stutler	1001: Live Fire Prerequisite	FF 01-I.12	Not Completed
14	Alvin Stutler	1001: Live Fire Prerequisite	FF 01-I.13	Not Completed
15	Alvin Stutler	1001: Live Fire Prerequisite	FF 02-I.01A	Not Completed
16	Alvin Stutler	1001: Live Fire Prerequisite	FF 02-I.01B	Not Completed
17	Alvin Stutler	1001: Live Fire Prerequisite	FF 02-I.01C	Not Completed
18	Alvin Stutler	1001: Live Fire Prerequisite	FF 02-I.01D	Not Completed

Done!