Irrigation & Nitrogen Management
Online User Education /Certification
Program

User's Manual

Please note that this manual will be updated as the bugs are worked out of the online course.
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Commented [LJ1]: Note that this will be edited (text will be shortened) before publishing.
Login to the online environment
Open your web browser and navigate to http://water.unl.edu/waternmgt. Scroll down the page and click on the “Proceed to the training program” link.

Upon arrival, you will have two options. If you have previously used the eXtension campus website, and already have an account, you should log in and then skip to page 4 of this document and search for the course.

First time users should Create an account by filling out the form as shown below.

Once the form is complete, click “create my new account”.
You will get a confirmation page that looks like this:

Verify your account by checking your email for a message that looks like this:

Click on the link or copy it into your browser to verify your account.

Search for the course by searching “nitrogen and irrigation” and clicking “go”.

Select “Irrigation and Nitrogen Management User Education/Certification Program”.
Taking the course
Register for the course, by filling out the registration form.

Some NRDs require users to take all modules, others require only specific modules. Still others allow the test out option. **SOMETHING HERE ABOUT HOW TO KNOW WHAT YOUR NRD REQUIRES.**

Click on the section that you want to take first to show the contents of the module, then Click on the Section X Module link.

Enter the module.
This will open a new window that looks like this:

The module will automatically advance (after a period of time) to the 2nd part of the module, the text.

Click on the white text box to open the full text in your browser window for reading.

When done reading the text, press the backspace button on your keyboard. Do NOT close the browser. The window with the module should stay open and returned to the previous screen. Advance to the next step in the module, the video, by clicking the next button.

Watch the video by clicking on the video. When the video is complete, advance the module by clicking the next button.
Quiz your knowledge gained from the module with the five (5) question test at the end of the module. Advance to the next question by clicking “submit”. Do NOT use the forward arrow at the bottom of the module as it does not record your answer, so your answer will be recorded as blank and marked incorrect.

Upon completion of the quiz questions, you will see your results. And you may review the answers to the quiz by clicking on “review quiz”.

Passing
In order to pass a quiz, you must answer at least 4 out of 5 correct.

Move onto the next module by clicking continue. You will get a screen like this:
Return to the modules by clicking the button. You should return to the list of modules. Select the next module you want to study.

Failing
If you fail a quiz, click “continue” and you will get a screen like this:

Return to the modules by clicking the button. You should return to the list of modules.

You will need to restart the module, study and attempt the quiz again. Please review the materials carefully as the questions may be different in the subsequent quiz.
Check the “Start a new attempt” box before clicking to enter the module.

Section B Module

Continue through the rest of the modules.

Need information about the certificate and survey here