

## HEADS UP to Youth Sports: Online Training

### *Changing the Culture of Concussion Starts With You!*

You can improve the culture of concussion by taking this free online training and using what you learn to inform how you talk about, prevent, and respond to concussions. Your actions can help create a safe environment for young athletes so that they can stay healthy, active, and thrive – both on and off the playing field.

By the end of the training, you will be prepared to:

- Explain what a concussion is and the potential consequences of this injury
- Identify at least three concussion signs and symptoms
- Describe the steps for returning to activity (play and school) after a concussion
- Create a plan for how to help keep athletes safe from concussion

**We can help athletes stay active and healthy by knowing the facts about concussion and when it is safe for athletes to return to play.**

### **How to Create an Account in CDC TRAIN**

1. Use your preferred internet browser and go to <https://www.train.org/cdctrain/>.
2. If you already have a TRAIN account, enter your login name and then your password and select Login. If you do not have a CDC TRAIN account, click the *Create an Account* link.

#### **Account Creation**

- Create your log in name.
  - Your password must contain at least six characters with at least one capital letter and one number.
  - Enter your email address, first, and last name.
  - Select your time zone. Your time zone should be the same area your zip code is located in.
  - Enter your zip/postal code.
  - You must agree to all of CDC TRAIN policies. It is recommended that you read through the policies. Be mindful that you cannot use CDC TRAIN until you agree to the policies.
  - After agreeing, click the **Next Step** button.
3. You will be prompted to select a more detailed group selection for CDC TRAIN. From the menu, select **Other** if there are no matches for you. Select Continue.
  4. You will be asked to confirm your selection. Select the **green button** to confirm.
  5. Minnesota is a TRAIN state. Select the **Not a State Employee** option. You will select the county or region on the next page. **Wisconsin** residents select **Douglas**. **Minnesota** residents select **Northeast** and then the county you live in. Minnesota residents will also select **Other** for the Employment category.
  6. Once the selections are confirmed, select the blue **Finish Creating Account** button.

7. The system will automatically log you in. Please use the **Your Profile** link either in notifications or in the top right corner (click on your name) to complete any required account information. You can fill out the sections in your profile with the following information:

**Organization Name:** Arrowhead Youth Soccer Association

**Department/Division:** Volunteer

**Title:** Volunteer or Coach

**Professional Role:** Volunteer

**Work Settings:** Other - Volunteer

8. Areas of your profile that need to be updated will have a red exclamation mark next to it. Select the exclamation mark to update each field. Once you have completed each field, you will need to save the entry by selecting the Save button on the top right corner of the page. Continue this action until all fields have been updated.

9. Select **Save** and your account is set up! You can close this section and register for your course.

### **Registering for a HEADS UP To Youth Sports Course:**

1. Select the appropriate link below to go to the course you need to take for HEADS UP:

a. Coaches version: <https://www.train.org/cdctrain/course/1089818/>

b. Parents version: <https://www.train.org/cdctrain/course/1089862/>

2. The course details will load for the course. Please read carefully for any instructions.

3. To register, select the green **Pre-Assessment** tab.

4. The pretest will load in a new tab. Please select the **Start Assessment** button.

5. When you have completed the pre-assessment, please exit the tab. CDC TRAIN will still be open in another tab. Please select the **Launch Course** button to begin the course.

6. If you need to leave the course prior to completing it, TRAIN will hold you in progress. You can return to the course by logging back into CDC TRAIN and selecting Your Learning on the home page. Your course will be listed here. Click on the In Progress link to re-launch the course.

7. Once you have completed the course, select the course exit button to close the course.

8. CDC TRAIN will still be open in the browser. Please select the **Assessment Pending** button to begin the post assessment.

9. Once you have completed the post assessment, close the tab to return to CDC TRAIN. If you passed the post assessment with an 80 or higher, a certificate will be placed in your certificates in CDC TRAIN (Your Learning/Your Certificates). Please print or save your certificate so you can upload to your Affinity coach account.

10. If you fail, you may retake the post-assessment.

**IMPORTANT: All coaches and volunteers please save your certificate once you've completed the training and add it to your Affinity coach account.**

**View these instructions with pictures in the following PDF:**

[https://www.cdc.gov/headsup/pdfs/youthsports/Create\\_an\\_Account\\_CDC-TRAIN\\_HEADSUP.pdf](https://www.cdc.gov/headsup/pdfs/youthsports/Create_an_Account_CDC-TRAIN_HEADSUP.pdf)

**Having difficulties? Contact the AYSA Office at [info@arrowheadsoccer.com](mailto:info@arrowheadsoccer.com) or (218) 624-1713.**