

CIVIL RIGHTS TRAINING INSTRUCTIONS

Step 1:

Go to this link: <https://squaremeals.org/FandNResources/Training/CivilRights.aspx>

Step 2:



Scroll down and select what language you would like the training to be in.

Civil Rights Training

Accessing Required Civil Rights Training

Civil rights training for Texas Department of Agriculture Food and Nutrition Division contracting entities is now accessed through the Institute for Child Nutrition (ICN). Use the following links to learn how to register for this training.

- [ICN Registration Instructions](#)
- [ICN Training Instructions](#)

Course Name	Course Description
Civil Rights — English 	ICN Online Civil Rights training provided in English that meets USDA Child Nutrition Program requirements as mandated in FNS Instruction 113-1. You must register with ICN iLearn and enroll in the class to complete the training. To download your certificate, select View My Certificates in the Quick Links box on the right side of your Dashboard.
Civil Rights — Spanish 	ICN Online Civil Rights training provided in Spanish that meets USDA Child Nutrition Program requirements as mandated in FNS Instruction 113-1. You must register with ICN iLearn and enroll in the class to complete the training. To download your certificate, select View My Certificates in the Quick Links box on the right side of your Dashboard.

Step 3:

If you already have a login, select sign in. If not select Register to create an account.

REGISTER

SIGN IN



Step 4:

Sign in

Sign in



Please insert your username and password to proceed

Username (Required)

Password (Required)



Keep me logged in

SIGN IN

Step 5:

Search for Course:
“Civil Rights in Child Nutrition Programs”

Click the course below to get started.

The screenshot shows a search interface with a filter set to 'Civil Rights'. Below the filter, there is one search result card for the course 'Civil Rights in Child Nutrition Programs'. The card features a photo of five diverse young adults, the course title, a duration of '1h 00m', a rating of '5.0', and an 'E-Learning' icon.

Step 6:

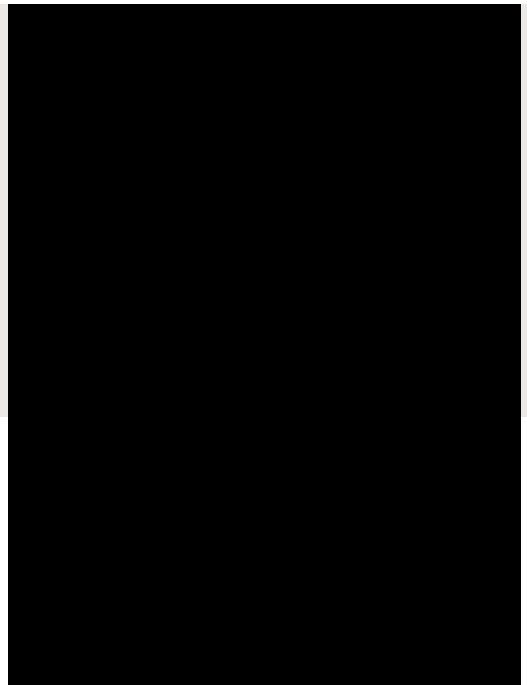
Select “My Courses and Learning Plans”

My Courses and Learning Plans

The screenshot shows the course completion page. The breadcrumb trail is 'iLearn Dashboard > My Courses and Learning Plans > Civil Rights in Child Nutrition Programs'. The main content area features a large trophy icon and the text 'Course completed on 05/24/2022' and 'Civil Rights in Child Nutrition Programs'. On the right sidebar, the course details are shown: 'Civil Rights in Child Nutrition Programs', ID: E-GVZWEV, and '8 / 12 lessons completed'. A blue button 'DOWNLOAD YOUR CERTIFICATE' is visible. Below that is a rating section: 'How would you rate this course?' with five stars and a '5' rating. At the bottom, there is a section for 'Courses' with a link to 'CR_Intro Course Content'.

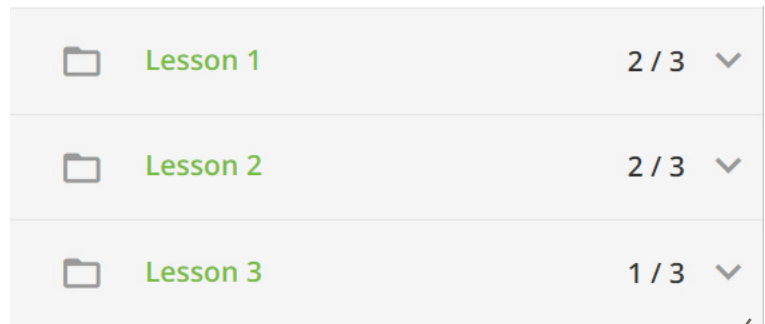
Step 7:

Select the Course




Step 8:

- You should see the different lessons on the right side of the screen
- Click a lesson to access the Pre-Test, a Lesson (Course Content), and a Post-Test
- Please complete the lesson (course content) and post-test for each lesson, the pre-tests are optional.



iLearn Dashboard > My Courses and Learning Plans > Civil Rights in Child Nutrition Programs



Course completed on 05/24/2022

Civil Rights in Child Nutrition Programs

How would you rate this course? ★★★★★5

ID: E-GVZWEV

8 / 12 lessons completed

[DOWNLOAD YOUR CERTIFICATE](#)





How would you rate this course? ★★★★★5

CR_Intro Course Content

- Lesson 1 2 / 3
- Lesson 2 2 / 3
- Lesson 3 1 / 3

Step 9:

In addition to completing the lessons and post-test, you will need to complete the Course Evaluation Survey:

	Lesson 1	2 / 3	▼
	Lesson 2	2 / 3	▼
	Lesson 3	1 / 3	▼
	Course Evaluation Survey	Please take a moment to tell us what you think about the course. Once completed, your certificate will be available.	

Step 10:

After completing the lessons, Post-Tests and the Course Evaluation Survey, you should now be able to download your certificate.

[DOWNLOAD YOUR CERTIFICATE](#)

Step 11:

After you have your certificate, you will need to submit it to the Partner Portal [here](#). Alternatively, you can email the certificate to your AR Specialist. Please include the name and PA Number of your agency in the subject of the email.