

Trainings currently available on OSDE Connect (search for):

- CACFP Meal Pattern Requirements (all programs)
- CACFP Infant Meal Pattern
- Civil Rights Training (*This training requires a code listed below in #5*)
- Food Buying Guide Overview
- Ounce Equivalent Training
- Procurement Training for Child Nutrition Programs 2022
- At-Risk Afterschool Program

**NEW or Seriously Deficient Centers will receive credit for Civil Rights ONLY. These centers must take the live class to receive credit.*

2022 CACFP Self-Paced Online Training Instructions

1. Training works best if opened in Google Chrome or Microsoft Edge.
2. Go to <https://osdeconnect.ok.gov>
3. Click create an account, **if you do not already have an account.**
4. Once you have created an account or login you may be presented with a survey. Complete the survey.
5. Click "+Add" on your homepage and search for the training (**See list of trainings and names at the top of the page**) and click on it.
 - **If you are doing Civil Rights Training the site will ask for a code. The code is "4E43-60A1-EF6E"**
6. Scroll and click "Enroll" then select "Open" to view your module.
7. Click on and read OSDE User Statement
8. After reading the OSDE User Statement at the bottom of the page click on "Next Lesson"
9. View the "WELCOME TO THE NEXTTHOUGHT PLATFORM".
10. After viewing the "Platform" Click on "Up Next" Objectives and Information.
11. After reading the Objectives and Information. At the bottom of the page it states "Next Lesson". Click on "Next Lesson".
12. Go to the Video. View the video. Click on "Next Lesson"
13. Take the quiz, if you want a certificate **except for Civil Rights Training**. Skip this step if you are doing Civil Rights Training or do not want credit. You must pass the quiz to receive credit. You can take the quiz as many times as you would like.
14. Once you have completed the module. Go to the Content Tab at the top left side of the page.
15. At the top of the page you will see in blue "View Certificate". Click on it.
16. Click on "Download" to the left of the "X" at the top right.
17. Print Certificate.
18. Look at the top left-hand corner of your screen and click on the back arrow. You should be at the opening page.
19. Look for your initials in a colored dot at the upper right corner, click on it, then scroll to "Sign Out".

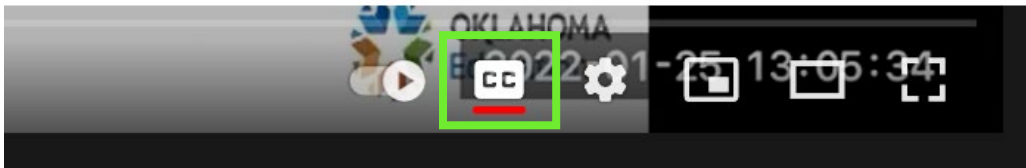
When you want to return to the training, simply log back into the homepage <https://osdeconnect.ok.gov> and click on the training you would like to open.

**The trainings are the video recordings from the live trainings. They will stay in your portal all fiscal year so you can go back and review.*

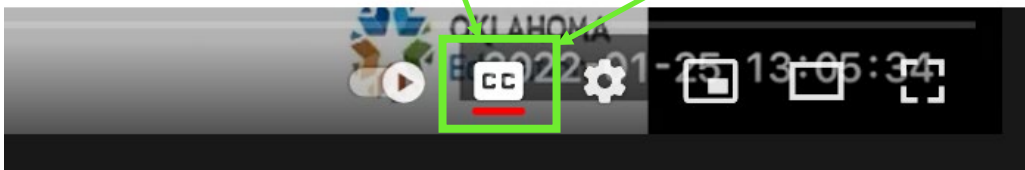
CECPD CREDIT WILL NOT BE GIVEN FOR THESE TRAININGS

Instructions on How to View a Video Closed Captioned in Spanish) (Instrucciones sobre cómo ver un video con subtítulos en español)

1. Click on the Video (Haga clic en el video)
2. Put your computer mouse over the video [Coloque el mouse de su computadora sobre el video]

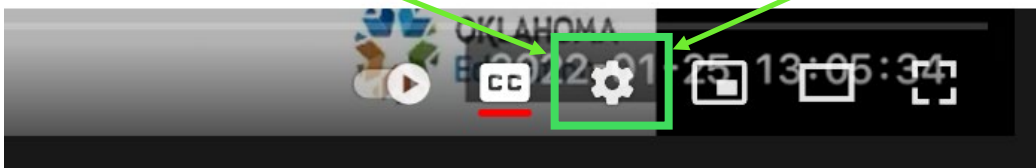


3. At the bottom you will see **CC** [En la parte inferior verás **CC**]

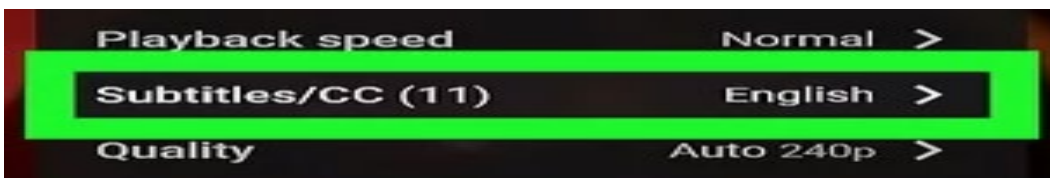


4. Click on CC [Haga clic en el **CC**]

5. Next to the **CC** you will see something that looks like a wheel – that is the **Settings** Button [Junto al CC verá algo que parece una rueda, es decir, el botón **Configuración**]



6. Click on the Settings button (Haga clic en el botón **Configuración**)
7. Then from the selection choose **Subtitles/CC** (the second option) [Luego, desde la selección, elija **Subtítulos / CC** (la segunda opción)]



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8. Then from this selection choose the third option, **Auto-Translate** [Luego, de esta selección, elija la tercera opción, **Auto-Translate**]
9. A list of languages will appear – choose **Spanish** or any other language [Aparecerá una lista de idiomas: elija **español o cualquier otro idioma**]

