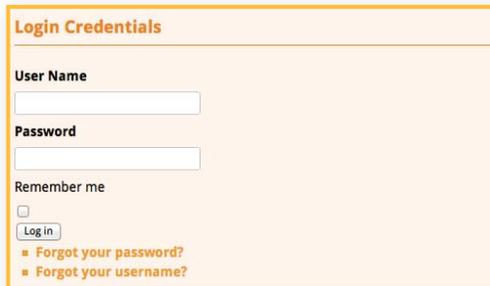


How to Print your Completion of IDHS CCAP Training Requirements Report

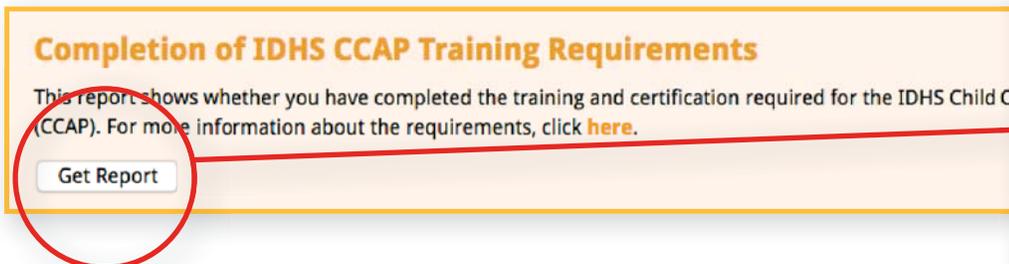
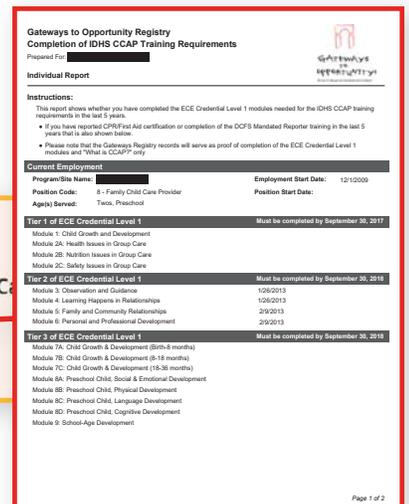
1 Go to **www.ilgateways.com**. Click the **Registry Member Login** button. Log into the Gateways Registry Dashboard with your **username** and **password**.

A login form titled "Login Credentials" with fields for "User Name", "Password", and a "Remember me" checkbox. There is a "Log in" button and two links: "Forgot your password?" and "Forgot your username?".

2 Click the **My Registry** Portal. Then click the **Plan** section.



3 Click the **Reports** tab. Then click **Get Report** to download your Completion of IDHS CCAP Training Requirements Report.

A screenshot of a report page. The title is "Completion of IDHS CCAP Training Requirements". Below it is a paragraph: "This report shows whether you have completed the training and certification required for the IDHS Child Care (CCAP). For more information about the requirements, click [here](#)." A red circle highlights a "Get Report" button.A screenshot of a "Gateways to Opportunity Registry Completion of IDHS CCAP Training Requirements Individual Report". It includes instructions, current employment information, and a table of ECE Credential Level 1 modules with their completion dates.

Module	Completion Date
Module 1: Child Growth and Development	12/10/09
Module 2A: Health Issues in Group Care	12/10/09
Module 2B: Nutrition Issues in Group Care	12/10/09
Module 2C: Safety Issues in Group Care	12/10/09
Module 3: Observation and Guidance	10/20/13
Module 4: Learning Happens in Relationships	10/20/13
Module 5: Family and Community Relationships	2/9/2013
Module 6: Personal and Professional Development	2/9/2013
Module 7A: Child Growth & Development (0-36 months)	10/20/13
Module 7B: Child Growth & Development (3-18 months)	10/20/13
Module 7C: Child Growth & Development (18-36 months)	10/20/13
Module 8A: Preschool Child, Social & Emotional Development	2/9/2013
Module 8B: Preschool Child, Physical Development	2/9/2013
Module 8C: Preschool Child, Language Development	2/9/2013
Module 8D: Preschool Child, Cognitive Development	2/9/2013
Module 9: School-Age Development	2/9/2013