

## QUICK INSTRUCTIONS

### QUICK REGISTRATION AND COURSE ORDERING INSTRUCTIONS

- 1 Go to <http://nfhslearn.com/HeadsUpFootball>
- 2 [Sign In](#) or [Register](#) for your NFHS Account
- 3 Order [USA Football Blocking, Shoulder Tackling, & Equipment Fitting course for your coaches](#)
- 4 Access your NFHS Course Dashboard (<http://nfhslearn.com/dashboard>)

### DISTRIBUTE COURSES TO YOUR COACHES

- 1 Go to NFHS Course Dashboard (<http://nfhslearn.com/dashboard>)
- 2 Select “My Courses” on the left navigation
- 3 Select “Distribution”
- 4 Enter coaches’ First and Last Names and Email Addresses and select “Send”

### HOW TO START A COURSE

- 1 Go to <http://nfhslearn.com/HeadsUpFootball>
- 2 [Sign In](#) or [Register](#) for your NFHS Membership
- 3 From your “Dashboard,” click “My Courses” and select the “Active” tab
- 4 Click “Begin Course” on the course you wish to take



## REGISTER NFHS ACCOUNT

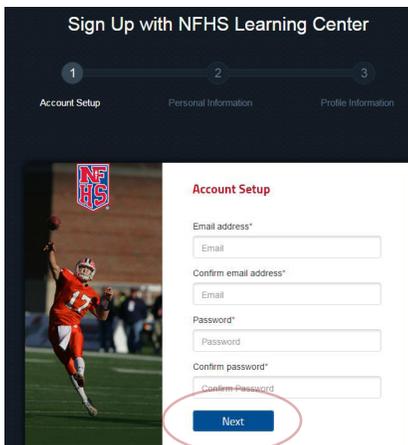
1

Visit <http://nfhslearn.com/HeadsUpFootball> and “Register” for an account.



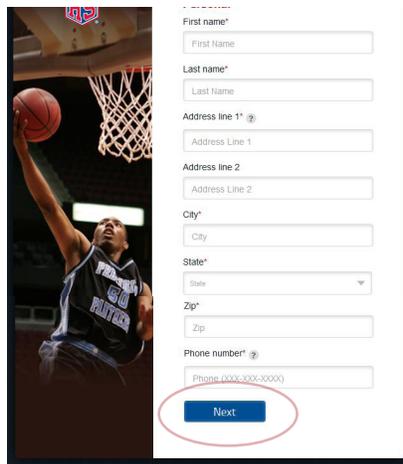
2

Enter the email address and the password you wish to use for your NFHS Account.



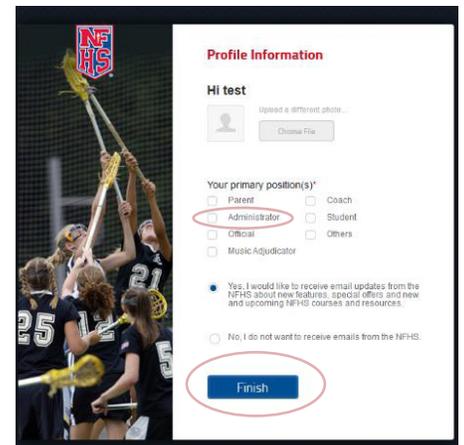
3

On the registration page fill in all fields designated with an (\*).



4

Select your primary position and click “Finish”



## ORDER COURSES

1

Visit <http://www.nfhslearn.com/headsupfootball> and “Sign In” to your account. If you do not have an account, “[Register](#)” for an account.



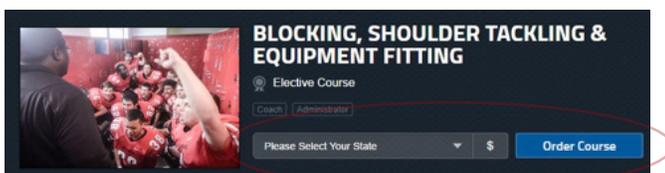
2

Scroll over the Blocking, Tackling & Equipment Fitting Course, and select “[View Course](#).”



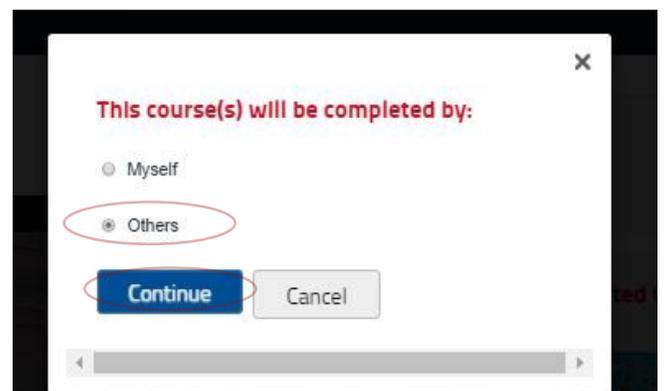
3

Choose your State, select “Order Course” and follow the check out procedure.



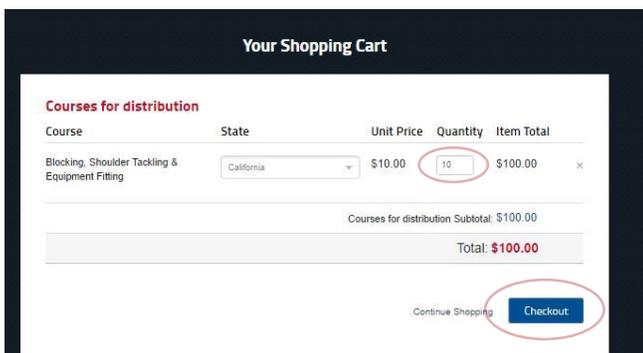
4

Choose this Course will be completed by “Others” and select “Continue.”



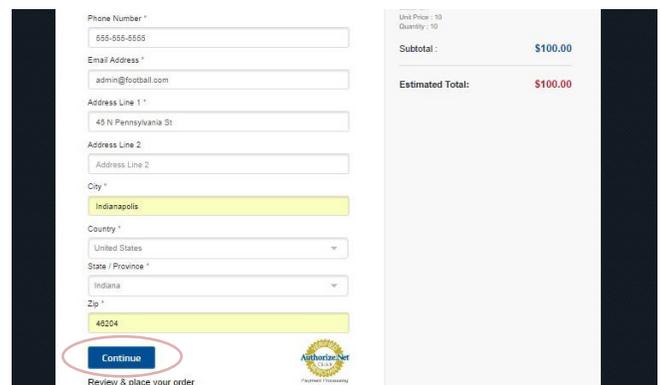
5

Enter the Quantity of Courses you would like to purchase and select "Checkout."



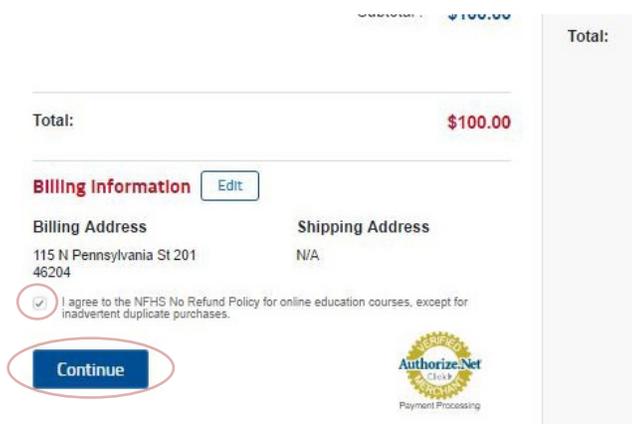
6

Enter your billing information and select "Continue."



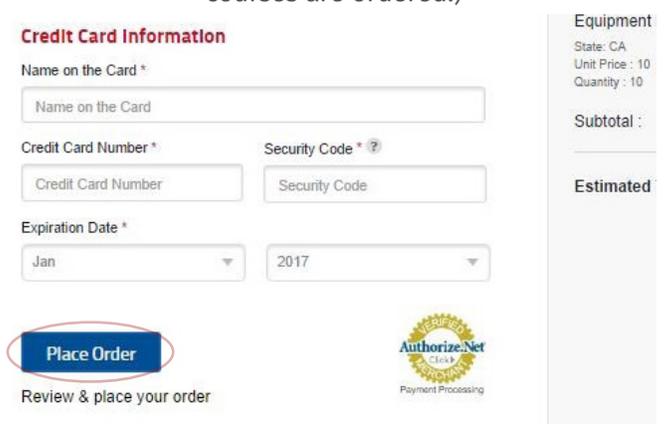
7

Agree to the NFHS No Refund Policy and select "Continue."



8

Enter your Credit Card or Purchase Order Information and select "Place Order." (Note, NFHS makes the Purchase Order option available when five or more courses are ordered.)



9

After completing the checkout process, you will receive a checkout confirmation. Select [“Click here”](#) to access your purchased courses dashboard so you can begin sharing the course with your coaches.”

### Your Order Receipt

Your order has been processed. A receipt is shown below, which includes a [link to a print friendly version](#). To access your course(s) please [Click here](#).

Thank you for your interest in NFHS Coach Education Credit Card Payment to: National Federation of State High School Associations

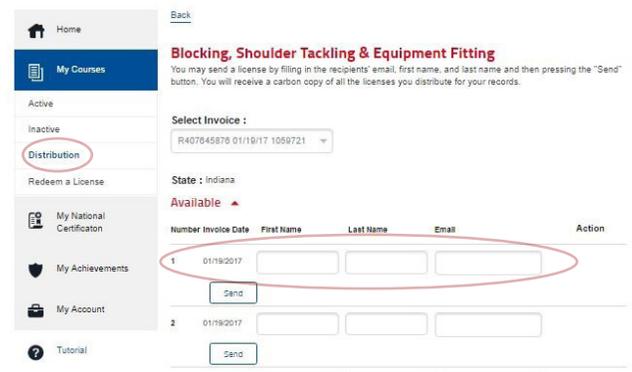
[Open Printable Version](#)

Invoice Num:	R221550832
Date:	01/19/2017
Total:	\$0.00
Name:	Lindsey Elliott
Payment Method:	Free Course

### Courses for Distribution

10

Once on your [Dashboard](#), select “My Courses” tab on the left navigation. A drop down menu will appear and select “Distribution.” Enter coaches’ First and Last Names and Email Addresses and select “Send.”



**Blocking, Shoulder Tackling & Equipment Fitting**  
You may send a license by filling in the recipients' email, first name, and last name and then pressing the "Send" button. You will receive a carbon copy of all the licenses you distribute for your records.

Select Invoice : R407845870 01/19/17 1059721

State : Indiana

Available

Number	Invoice Date	First Name	Last Name	Email	Action
1	01/19/2017	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Send"/>
2	01/19/2017	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Send"/>