Introduction to Policy Analysis Course

Help Page

Select a frequently asked question (FAQ) to skip to its answer.

Table of Contents

How is the Health Policy course organized?

This course will equip you to help enhance CDC's public health mission, and capacity to do effective health policy related work, by helping to foster a common understanding of what policy is, and the process by which it is conceptualized and developed.   The course is organized into eight lessons:

1.   Lesson 1: Getting Around The Course
2.   Lesson 2: Overview of Health Policy
3.   Lesson 3: Define the Problem Which Affects Public Health
4.   Lesson 4: Identifying Policy Options
5.   Lesson 5: Assessing Policy Options
6.   Lesson 6: Selecting Policy Options
7.   Lesson 7: Effective Communication of Selected Policy Options
8.   Lesson 8: Course Summary

Top

How do I get credit for this course?

CDC's SABA-based Learning Management System (LMS) will track your progress and provide course completion credit after you have completed the course.

Top

Do I have to take the course in one sitting?

No. The LMS tracks the progress you make in the course. As long as you exit appropriately, using the Exit button in the course, you should be returned to the place you left off in the course from your last session.

Top

Do I have to take the lessons in order?

Yes. The course material is organized so that it will make the most sense to you, as a learner, if you start with Lesson 1 and proceed in order.

Top

What do all the navigation buttons do?

	Course Navigation Features	
BUTTON	**FUNCTION**	
Menu	Returns the learner to the Lesson Menu.	
Glossary	Provides a glossary of terms used throughout the course.	
Resources	Provides a list of resources used in the lesson.	
Help	Provides the learner with a list of help options - FAQ, Help Desk (phone and email).	
Exit	With confirmation, closes the course and tracks the learner's location.	
Next	Advances to the next screen in the course.	
Back	Returns to the preceding screen in the course.	
Refresh	Refreshes the current page.	

How do I know what to click?

Selectable graphics may be identified by a small image of a pointing hand in the corner of the image, and the cursor will change to a pointing hand when positioned over a selectable or rollover graphic. Also, bold blue text is generally selectable and allows you to view more information about a topic. Always read the instructions in the prompt area at the bottom of each page to ensure that you don't miss any information.

When I click a link or a graphic, nothing happens. Why?

You may need to set your browser to allow popups in order for some information to appear. If you are using the Google toolbar in your browser, you may hold the Ctrl key and select the item at the same time, which allows the popup window to open. In Internet Explorer, you can adjust the settings for blocking popups by selecting Internet Options from the Tools menu, then clicking the Privacy tab.

Keep in mind that many of the graphics in the course are **not** selectable. The cursor will change to a pointing hand when positioned over a selectable graphic.

What do I do if an animation on a page doesn't function properly?

If an animation will not play, you may not have the Adobe Flash Player installed. Obtain approval and/or install the Adobe Flash Player on the computer. You can find information about the Adobe Flash Player at **http://get.adobe.com/flashplayer/.**

Can I skip the questions in the course?

The Knowledge Reviews are provided for your benefit so that you may practice the new information in order to learn it more effectively. You may not skip the Knowledge Review questions.

Top

When I entered the course today, the lessons I did yesterday weren't marked as completed. Why wasn't my progress saved?

Make sure you always exit the course by clicking the Exit button, located at the top right side of the screen. Simply closing the browser window may not save your data.

Top

How can I see a transcript of the audio in the course?

Select the CC button located at the bottom left of the screen to launch a popup box containing the full text of the audio. Audio contained within animations is accessible through a transcript link.

Top

How do I find out what the terms used in the course mean?

Select the Glossary button at the bottom of the screen to launch a popup box containing definitions of terms used throughout the course.

Top

How do I find more information about a topic?

A link to a list of resources relevant to the lesson is available from the bottom of the screen. Click on the Resources button to view a page showing a list of items. When you select the items, they will open websites or PDF versions of various reference documents. All links will open in a new window.

Top