



Instructions:

1. In a web browser, navigate to <https://www.cdc.gov/heads-up/training/youth-sports.html>
2. Click on the **Take the Training** link:

The screenshot shows the CDC HEADS UP website. The header includes the CDC logo and 'HEADS UP' text. Below the header, the main heading is 'HEADS UP to Youth Sports Coaches: Online Concussion Training'. There is a 'KEY POINTS' section with two bullet points. A 'Take the Training' button is visible in a small image on the right. At the bottom, there is an 'Overview' section with a 'Take the Training' link highlighted by a red arrow.

3. Click the **Log in or Create Account** link:

The screenshot shows the CDC TRAIN website. The header includes the CDC TRAIN logo and a navigation menu with 'Home', 'Courses', 'Training Plans', 'Calendar', 'Resources', and 'Help'. A search bar is on the right. The main heading is 'HEADS UP to Youth Sports: Online Training for Coaches'. A message states: 'To access this content, you first need to create an account. If you already have an account, please login.' Below this, there is a 'Log In or Create Account' link highlighted by a red arrow. The course details include: 'Web-based Training - Self-study', 'ID 1089818', 'Skill level: Introductory', '0.5h', and 'Expiration date Oct 6, 2027 11:59 PM EDT'. There are five stars and '(208448)' reviews. A note says: 'NOTE: This training is now available in Spanish! The Spanish version of this training is available here.' A 'Show more' link is at the bottom.



4. First time users will need to [register an account](#). If you already have an account, you will need to [Login](#)

Login

1. Enter Login name and Password and click the Log in button:

The screenshot shows the CDC TRAIN login interface. At the top is the CDC TRAIN logo. Below it is the heading 'Log in' and a sub-heading 'Unlock a world of public health training resources by logging into CDC TRAIN.' There are two input fields: 'Login name' and 'Password'. To the right of the password field is a link 'Forgot password?'. Below the input fields is a blue 'Log in' button, which is highlighted by a red arrow. Below the button is the text 'OR' and a 'Create new account' button. At the bottom, there is a link 'Want to add courses to TRAIN?' and a sub-link 'Become a course provider'.

2. Once logged in, you can now [register for a course](#).

First Time User Registration:

1. Click the **Create New Account** button:

This screenshot is identical to the one above, showing the CDC TRAIN login page. However, a red arrow points to the 'Create new account' button instead of the 'Log in' button.

2. Complete the Create Account Form and Click **Next Step** button



- a. Create login name
- b. Create password
- c. Confirm password
- d. Email
- e. First name
- f. Last name
- g. Time zone
- h. Zip code
- i. Agree to TRAIN policies

CDC TRAIN

Create Account

Create login name *

Create a password *

Password must:

- Contain at least one lower case letter
- Contain at least one upper case letter
- Contain at least one number
- Be at least 8 characters
- Be different from the user's LoginName, FirstName, LastName, and Email

Confirm password *

Email *

3. On the Next screen, click **Other** for **Community of Practice** selection.



CDC TRAIN

CDC TRAIN requires more detailed group selection. Please refine your selections below

Location / CDC

(Click any level to return to it)

Select: Community of Practice

Group search

Academia & Research

CDC HIV Prevention

Community Health Workers (CHW)

Disease Intervention Professionals

Environmental Health

HEADS UP Concussion Training

Health Educators & Learning Professionals

Laboratory Training

Leadership & Policy

Migration Health (Private Group)

Other

Practitioners & Clinicians

4. On the next screen, click the **Confirm these selections** button:

CDC TRAIN

CDC TRAIN requires more detailed group selection. Please refine your selections below

Location / CDC / **Other**

(Click any level to return to it)

✓ Confirm these selections

Select: Community of Practice

Other Public Health Interests

Continue

Back

5. On the next screen, click the **Continue** button:



CDC TRAIN

National/CDC
↓ Other

Continue

Back

6. On the Group Selection screen, scroll down and select **York** for **County**

Westmoreland

Wyoming

York

Back

7. On the next screen, click the **Confirm these selections** button

CDC TRAIN

Pennsylvania Required Group Selection

Pennsylvania TRAIN requires more detailed group selection. Please refine your selections below

Location / Pennsylvania / York

(Click any level to return to it)

Please review the group selections above for accuracy and make changes as necessary.

✓ Confirm these selections

Back

8. On the next screen, select **Other public health professional (my functional role isn't listed)** option.



Select: Functional Role

Group search

BHSR

Emergency Management

EMS

Medical Marijuana Dispensary

Medical Marijuana Grower/Processor

Military and Family Behavioral Health (Main)

Non-EMS

Other public health professional (my functional role isn't listed)

9. On the next screen, click the **Confirm these selections** button:

CDC TRAIN

Pennsylvania Required Group Selection

Pennsylvania TRAIN requires more detailed group selection. Please refine your selections below

National/Pennsylvania
↓ York

Because you are affiliated with Pennsylvania, you will need to answer a few additional questions.

Location / Pennsylvania
/ Other public health professional (my functional role isn't listed)

(Click any level to return to it)

Please review the group selections above for accuracy and make changes as necessary.

✓ Confirm these selections

Back

10. On the select Organization screen, click the **Other (my organization isnt listed)** option:



CDC TRAIN

Pennsylvania Required Group Selection

Pennsylvania TRAIN requires more detailed group selection. Please refine your selections below

National/Pennsylvania

↓ Other public health professional (my functional role isn't listed)

↓ York

Because you are affiliated with Pennsylvania, you will need to answer a few additional questions.

Location / Pennsylvania

(Click any level to return to it)

Select: Organization

Group search

[Other \(my organization isnt listed\)](#)

[Allegheny County Health Department employees](#)

11. On the next screen, click the **Confirm these selections** button:

CDC TRAIN

Pennsylvania Required Group Selection

Pennsylvania TRAIN requires more detailed group selection. Please refine your selections below

National/Pennsylvania

↓ Other public health professional (my functional role isn't listed)

↓ York

Because you are affiliated with Pennsylvania, you will need to answer a few additional questions.

Location / Pennsylvania / [Other \(my organization isnt listed\)](#)

(Click any level to return to it)

Please review the group selections above for accuracy and make changes as necessary.

[✓ Confirm these selections](#)

[Back](#)

12. Click the **Finish Creating Account** button:



CDC TRAIN
Pennsylvania Required Group Selection

National/Pennsylvania ✕

- ↓ Other (my organization isn't listed)
- ↓ Other public health professional (my functional role isn't listed)
- ↓ York

Back

Finish Creating Account

13. You will be redirected to a confirmation screen indicating to check you email to verify your account:

CDC TRAIN
Welcome to CDC TRAIN!

Your account was successfully created.

Your login name:

Your email address:

You can always change your name, email, and other information in your Profile.

Verification instructions

1. You will get an email from CDC TRAIN with a verification link.
2. Click on the verification link to verify your email address.
3. If you don't receive this email after 20 minutes, please check your junk mail folder or [request another verification email](#).

If you don't want to verify your email address, [contact support](#) or [log out](#).

14. The confirmation email will contain a verification link, click the link in the email:



Action Required: TRAIN Email Verification Inbox x

 **do-not-reply@train.org**
to me ▾

Please verify your email address by clicking on the link below or copying and pasting it into your browser. **The link is valid for 24 hours.**

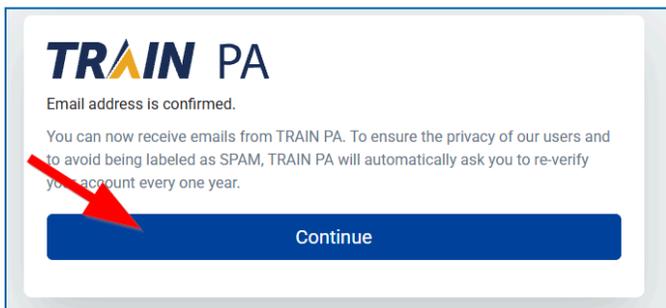
[https://www.train.org/d/mail/opt_in/confirm_email/?confirmationCode=\[REDACTED\]](https://www.train.org/d/mail/opt_in/confirm_email/?confirmationCode=[REDACTED])

Troubleshooting tips:

- If the link has expired, you can prompt a new message by logging in to TRAIN and following the on-screen instructions.
- If you receive an access denied message after clicking on the link, copy and paste the link into your browser and try again.
- If you have requested email verification more than once, be sure to use the most recent confirmation email/link.

TRAIN Team
Pennsylvania Public Health Learning Management System
(1235)

15. You will be redirected to a confirmation page and click the **Continue** button.



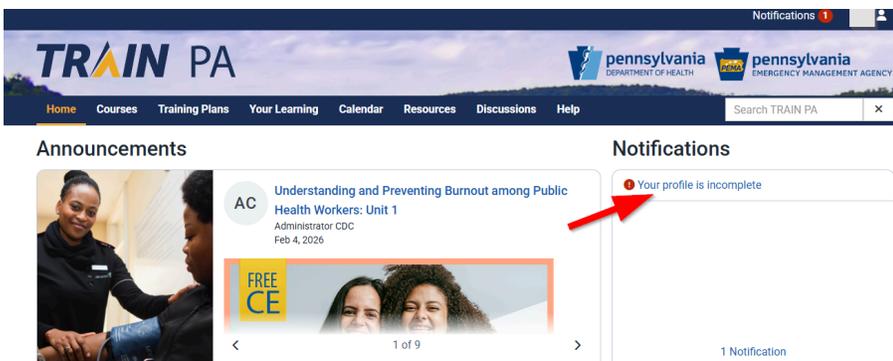
TRAIN PA

Email address is confirmed.

You can now receive emails from TRAIN PA. To ensure the privacy of our users and to avoid being labeled as SPAM, TRAIN PA will automatically ask you to re-verify your account every one year.

[Continue](#)

16. At the Train PA home page, you will see a notification indicating your profile is incomplete. Click the link for the notification.



Notifications 1

TRAIN PA

pennsylvania DEPARTMENT OF HEALTH | pennsylvania EMERGENCY MANAGEMENT AGENCY

Home Courses Training Plans Your Learning Calendar Resources Discussions Help Search TRAIN PA

Announcements

AC Understanding and Preventing Burnout among Public Health Workers: Unit 1
Administrator CDC
Feb 4, 2026

FREE CE

Notifications

Your profile is incomplete

1 Notification



17. On the Profile page, you will see  next to a few items to address:

Manage Groups	
Account	
Contact	
Address	
Organization	
Professional License Number	
CDC CE Information	
Professional Role	
Work Settings	
CPE information	
FEMA Student ID Number	
Professional Organization ID Number	

a. Click **Contact** and follow the instructions to add a phone number:



Manage Groups

Account

Contact 

Address 

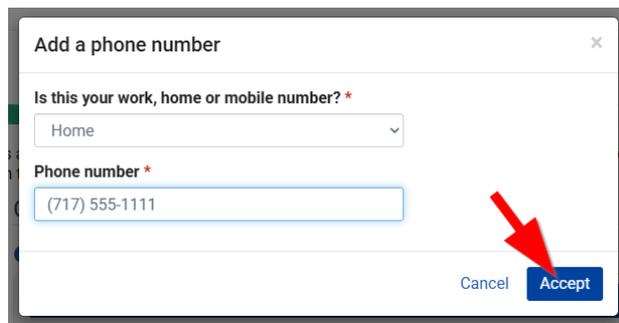
Contact

Phone numbers * 

+ Add a phone number

(Fields marked below are required)

b. Enter Phone number and click **Accept**:



Add a phone number

Is this your work, home or mobile number? *

Home

Phone number *

(717) 555-1111

Cancel Accept 

c. Click **Address** and follow the instructions to add an address:



Manage Groups	Address (Fields marked below are required)	
Account	Country * United States	Street address * 1234 Test Road
Contact	State / Territory * Pennsylvania	Street address cont.
Address	City * York	Time zone * (GMT-05:00) Eastern Time (US & C)
Organization !	Zip / Postal Code * 17408	
Professional License Number		
CDC CE Information		
Professional Role !		

- d. Click **Organization** and enter the following:
 - i. Employer / Organization - select **Rockettes Fastpitch Softball**
 - ii. Department / Division - type **Coaches**
 - iii. Title - type **Coach**

Manage Groups	Organization (Fields marked below are required)	
Account	Employer / Organization * Rockettes Fastpitch Softball	Department / Division * Coaches
Contact		Bureau / Section
Address		Title * Coach
Organization		
Professional License Number		
CDC CE Information		

- e. Click **Professional Role**, scroll down to **Other (specify)** and type **Coach** in the text box.

Address	Professional Role Primary	
Organization	Professional Role is not properly filled out! Please choose between 1-3 attributes only.	
Professional License Number	<input type="checkbox"/> Allied Health Professional ○	
CDC CE Information	--Select-- ○	
Professional Role !	<input type="checkbox"/> Administrator / Director / Manager ○	
Work Settings !	<input checked="" type="checkbox"/> Other (specify) _____	
CPE Information	Coach	

- f. Click **Work Settings** and click the checkbox for **Non-profit Organization (except Healthcare)**



Manage Groups	Work Settings
Account	
Contact	
Address	
Organization	
Professional License Number	
CDC CE Information	
Professional Role	
CPE information	
FEMA Student ID Number	
Professional Organization ID Number	

Work Settings

Please select up to three (3) Work Settings that best fit your work environment. Choose Subcategories where applicable.

Primary

- Academic / Educational Institution
--Select--
- Official Public Health Agencies
--Select--
- US Military/Uniformed Services
--Select--
- Other Government Agencies (except Military)
- Healthcare Services
--Select--
- Indian Health Service
- Tribal Health Sites
- Non-Profit Organization (except Healthcare)

18. Your profile is now complete. To save click the **Save** button in the upper right corner of the page:

Cancel Save

Your Profile

Your profile contains all your system settings and attributes. Please note that some fields are required, until you complete all required settings some site functionality may be limited. For your convenience each section in the profile will indicate if it is incomplete.

19. You will be redirected to the home page where you can now [register for a course](#).

Register for Course

1. At the home page, click **Courses** on the side navigation bar:

TRAIN PA

Home Courses Training Plans Your Learning Calendar Resources Discussions Help

Announcements

AC Understanding and Preventing Burnout among Public Health Workers: Unit 1
Administrator CDC
Feb 4, 2026

FREE CE

1 of 9

Your Training Status

Welcome to the TRAIN Learning Network!

TRAIN is the nation's most comprehensive learning resource for professionals who protect and improve the public's health. Get started by searching our Course Catalog!



- At the Course search page, type **HEADS UP to Youth Sports: Online Training for Coaches** and click the search button.

Use this page to search for any course or document on the TRAIN Learning Network site. The results may be limited by any groups you have joined within TRAIN (see your profile for details).

HEADS UP to Youth Sports: Online Training for Coaches Sort by relevance

Filters

Search By

< Any Search By Courses

Affiliate

3,188 record(s) found.

Courses x

HEADS UP to Youth Sports: Online Training for Coaches Web-based Training - Self-study

CDC HEADS UP ★★★★★ (208459)

- The **HEADS UP to Youth Sports: Online Training for Coaches** course should be the first result that is displayed and click the link for it.

3,188 record(s) found.

Courses x

HEADS UP to Youth Sports: Online Training for Coaches Web-based Training - Self-study

CDC HEADS UP ★★★★★ (208459)

- You are now able to start the course by click the **Pre-Assesment** button:

TRAIN PA

pennsylvania DEPARTMENT OF HEALTH pennsylvania EMERGENCY MANAGEMENT AGENCY

Home Courses Training Plans Your Learning Calendar Resources Discussions Help

HEADS UP to Youth Sports: Online Training for Coaches

< Back

Pre-Assesment Save For Later

Web-based Training - Self-study ID 1089818 Skill level: Introductory 0.5h

Expiration date Oct 6, 2027 11:59 PM EDT

★★★★★ (208460)

Click the green Pre-Assessment button above to start the course.

If you are having issues creating an account, starting the course, or navigating the course, please use the [Create an Account and Info Sheet](#).

NOTE: This training is now available in Spanish! The Spanish version of this training is available [here](#).

COURSE DESCRIPTION: This training, developed by the Center for Disease Control and Prevention (CDC), is de...
[Show more](#)

- Follow the screens for the Pre-Assessment work. At the end of the Pre-Test, click the **Continue** button:



HEADS UP To Youth Sports Coaches Online Concussion Training Pre-Test

Welcome to the HEADS UP to Youth Sports Coaches Online Training Pre-Assessment.

Please begin by clicking the 'Start Assessment' below.

Once completed, please close the assessment window and click on the green 'Launch' button.

Although you will receive a score at the end of the assessment, this score does not affect course completion.

Attempts Allowed: 10 Attempts Used: 0.

Start

HEADS UP To Youth Sports Coaches Online Concussion Training Pre-Test

Passed

You may now begin the course!

Your Score
100%

Passing Score
1%

Review

Continue

6. At the next screen, click the **Open** button:

HEADS UP to Youth Sports: Online Training for Coaches

Open

7. The course will begin and follow the content until completed:

Introduction: 1 of 12

SOFTWARE NOTE

Use of Google Chrome, Microsoft Edge, or Mozilla Firefox will ensure the smoothest user experience possible.

Use of other browsers may lead to audio issues or other problems with the training.

- Google Chrome is free to download from www.google.com/chrome
- Microsoft Edge is free to download from www.microsoft.com/en-us/edge
- Mozilla Firefox is free to download from www.mozilla.org/en-US/firefox/new

If you have launched the training in a browser not listed above, close out now, download one of the recommended browsers, and relaunch the training.

CONTINUE

EXIT

RESOURCE CENTER

NEXT



- Once completed, at the course page, a **Certificate** button will appear. Here you can download a PDF version of the certificate.

HEADS UP to Youth Sports: Online Training for Coaches

History Pre-Assessment **Certificate**

Passed ✓ Verified Web-based Training - Self-study ID 1089818 Skill level: Introductory 0.5h

Expiration date Oct 6, 2027 11:59 PM EDT

★★★★☆ (208451)

Click the green Pre-Assessment button above to start the course.

If you are having issues creating an account, starting the course, or navigating the course, please use the [Create an Account and Info Sheet](#).

NOTE: This training is now available in Spanish! The Spanish version of this training is available [here](#).

COURSE DESCRIPTION: This training, developed by the Centers for Disease Control and Prevention (CDC), is de-
▼ Show more

Certificate status

HEADS UP to Youth Sports: Online Training for Coaches

Download

Close



- Email the PDF of your certificate to cl@rockettesfastpitch.com