

COURSE ACTIVITY FILE DOWNLOADS

After your training, you can reinforce and extend your learning by undertaking the activity exercises at the end of each section in your manual.

The Activity Excel Files are readily available on our website, conveniently stored within a single zip file. They can be extracted to your local storage drive or device after download (see below).

 [Click here to download](#)

LESSON LABS

Supplemental learning for selected topics is provided in the form of Lesson Labs. PDF and Excel file format files are located within one zip file and can be extracted to your local storage drive or device.

To unzip files

1. Open File Explorer and find the zipped folder (the downloaded file).
2. To unzip the entire folder, right-click to select Extract All, and then follow the instructions.
3. To unzip a single file or folder, double-click the zipped folder to open it. Then, drag or copy the item from the zipped folder to a new location.

