

This IA FAQ provides the user with help in training with <u>www.iarenewal.com</u>

Sec.	Description	page
1.0	New Users	2
1.9	Existing Users Returning to Purchase	8
1.14	Existing Users Returning to Login & Train	10
1.17	Existing Users Logging in to Continue Training	11
1.22	Existing Users Logging in to Print Certificates	13
	Best Practices for Training with www.iarenewal.com	15
	About Covid 19	16



For **New Users**, the system is easy to use.

**1.0** New Users Go here to purchase. Click on "Get Training"





1.1 Click on "Add to Order"

Arenewal.com FAAST Team Approved	<ul> <li>Inspection Authorization Training 2021-2022</li> <li>\$59.99</li> <li>Get your training done with the most experienced, most recommended, and convenient Inspection Authorization Course</li> <li>FAA FAAST Team Approved, Stamped, and 100% FAA Audit Record Ready - so you can come back and train with us through the reporting year</li> <li>New short "Skill Checks" instead of long Quiz structure</li> <li>Complete IA Refresher Training and Certificate at your own pace</li> </ul>
	Reference Advances Ad
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	which is a for a form of the set of the first of the set of the se
	FAA Approval Letter For IA Renewal
	Adc to order



1.2 Fill out details....

Once you fill out all the details, make sure and click the "terms and conditions" box and then place your order.

Silling details	
First name * Last name *	
Country*	
Streat address *	
House number and street name	
<u>/</u>	
Apartment, suite, unit etc. (optional)	
Town/City*	
State*	
Select an option	
ZIP*	
Phone *	
Email address *	
Create account password *	
Account username *	
Username	
Order notes (optional)	X
Notes about your order, e.g. special notes for delivery.	
a	
/our order	<u>j</u>
Product	Quantity Total
Representation Authorization Training 2021-2022	1 \$50.00
Inspection Automization maining 2021-2022	437.77
Cart Subtotal	\$59.99
Order Total	\$59.99
Credit Card (Stripe) VISA 📟 👷 🔤 🕼	
Pay with your credit card via Stripe.	le la companya de la
Credit or debit card	
Card number	MM/YY CVC
<ul> <li>Save payment information to my account for future purchases.</li> </ul>	
privac per senal data will be used to process your order, support your experience through	uur unis weusite, anu for other purposes described in our
×	
I have read and agree to the website terms and conditions*	



**1.3** Once you make the purchase continue to the "Training Account" page and click the "Start" button.

⊘iarenewal.c	om	Tre	ining Account Contact Logout	
	ļ	Training Account Access your course, certificates, and account settings below.	Collarsa all	
	<ul> <li>Inspection Authorization Renewal 2021-202</li> </ul>	22 Start 0%	o complete	
	Dashboard	Hello Terry Tolleson (not Terry Tolleson? Log out)		
	Orders	From your account dashboard you can view your recent orders, manage your shipping and bi	lling	
	Downloads	addresses, and edit your password and account details.		
	Addresses			
	Payment methods			
	Account details			
	Logout			

**1.4** Start the first lesson, The Dirty Dozen of Human Factors by clicking the button.

	0% COMPLETE Last activ	ity on December 20, 2021 10:20 am	
Below is a list of your Training Subject Training for the 2021-2022 training once all courses and quizzes have bee available to print. Follow your course automatically as you Pass Quizzes fo	s for the Inspection Aut year. Complete each cou n completed your Certifi e Each Lesson will be M or each Lesson	norization Renewal rse and quiz in order, cate will be made arked Complete	
The Dirty Dozen of Human Factors		✓ Expand All C Expand	
Aggravators, Human Factors, Stress, Pressure, 1 Skill Check	and Fatigue	C Expand	
Aggravators, Human Factors, Stress, Pressure, 1 Skill Check Maintenance Minefields 1 Skill Check	and Fatigue	Expand	



**1.5** Once you have finished training, take the "Skill Check", this is a brief quiz that will test your understanding of the lesson you just viewed.



**1.6** Once you have completed the "Skills Check" click here to go to next lesson.





**1.7** Once you have successfully completed all 8 lessons you are eligible to download your certificate of completion for the 8 hours of IA Refresher Training.

At the end of the 8<sup>th</sup> lesson, click here to go to the download button.

### Skill Check Information

You must answer 70% or better on the following Skill Check. Skill Checks can contain anywhere from 4 to 7 questions. You have the ability to go back through the SKill Check even if you pass. Please note that questions from this Skill Check may appear in the Final Exam to earn your Certificate; so it is important to pay attention and use your Handout where possible.

#### Results

5 of 5 questions answered correctly

You have reached 5 of 5 point(s), (100%)

Congratulations, **Example Constitution** you achieved passing on your last Skill Check and have finished your Inspection Authorization Training Course. Your Certificate is also available on your Training Profile page.





**1.8** To download the certificate, click on the "Download Certificate" button. You will notice all your lessons are checked showing completion of all the lessons.

		Download Certificate
	100% COMPLETE Last activity on Decembra	er 20, 2021 10:56 am
	Below is a list of your Training Subjects for the <b>Inspection Authorization</b> the 2021-2022 training year. Complete each course and quiz in order, on quizzes have been completed your <b>Certificate</b> will be made available to pr course Each Lesson will be Marked Complete automatically as you Pa Lesson	Renewal Training for ce all courses and rint. Follow your ass Quizzes for each
A Course	e Content	✓ Expand All
C The D	birty Dozen of Human Factors Check	Sec. Expand
Aggra 1 Skill	avators, Human Factors, Stress, Pressure, and Fatigue Check	C Expand
S Maint 1 Skill	tenance Minefields Check	C Expand
Curse 1 Skill	e of Complacency Check	C Expand
Cook, 1 Skill	Think, Act - Situational Awareness Check	S Expand
Airwo 1 Skill	orthy CFR Check	C Expand
Major 1 Skill	r Repairs and Alterations Check	C Expand
Part 4	13 Check	S Expand



Exist Users returning to purchase this year's Refresher Training.

**1.9** To login for purchasing this year's training, click here.



**1.10** Enter username or email address and password.

Diarenewal.com		Login Get Training Contact
	Training Account Access your course, or difficates, and account settings below. IARENEWAL TRAINING 2021-2022 IS NOW AVAILABLE CLICK HERI TO GET IARenewal © Login	

**1.11** To purchase training for this new IA Refresher year, click here.

<i>Viarenewal.com</i>		Staving Account Contact Legant
!	IARENEWAL TRAINING 282 CLICK HERE TO GET I ARGE	Training Account Accessed course, certificates, and account settings below. 1-2022 IS NOW AVAILABLE
	Dashboard	Hello Amy Tallacambot Amy Tallacam? Log out)
	Orders	From your account dashboard you can view your recent orders, manage your shipping and billing
	Downloads	addresses, and edit your password and account details.
	Addresses	
	Payment methods	
	Account details	
	Logout	





**1.13** To Start your Training see **1.3** above in this document and then follow **1.3** through **1.8** to complete your training and printing your certificate.



For Existing Users who has are returning to login start their refresher training.

**1.14** To login as an existing user click here.



**1.15** As an existing user, click here to start training....

<i>∛</i> iarenewal. <b>c</b>	om	1		Training Account	Contact	Logout
		,	Training Account Access your course, certificates, and account settings below.			
				Expand all Collapse all		
	~	Inspection Authorization Renewal 2021-202	22	Start 0% complete		
	Da	ashboard	Hello Terry Tolleson (not Terry Tolleson? Log out)			
	Or	rders	From your account dashboard you can view your recent orders, manage your sh	ipping and billing		
	Do	ownloads	addresses, and edit your password and account details.			
	Ad	Idresses				
	Pa	yment methods				
	Ac	count details				
	Lo	gout				

**1.16** As an existing user, starting the first lesson, complete training, and print certificate, go to **1.4 through 1.8**.



For **Existing Users** who has are returning to login and continue with training they have already started.

### 1.17 Login in here.



**1.19** Click here to view where you need to pick up and start training.

Øiarenewal.com				Training Account	Contact	Logout
		Training Account Access your course, certificates, and account settings below.				
	<ul> <li>Inspection Authorization Renewal 2021-202</li> </ul>	Expand all	Collapse all			
	Dashboard	Hello Amy Tellecop (not Amy Tellecon? Log out)				
	Orders	From your account dashboard you can view your recent orders, manage your shipping and	billing			
	Downloads	addresses, and edit your password and account details.				
	Addresses					
	Payment methods					
	Account details					
	Logout					



**1.20** In this scenario, the user completed the first course, the Dirty Dozen of Human Factors. So, select the next course and continue with your training.

Diarenewal.com				Training Account Contact Logout
		Training Account Access your course, certificates, and account settings below.	Expand all Collapse all	
	Inspection Authorization Renewal 2021-202	22	12% complete	
_	The Dirty Dozen of Human Factors		0	
	Quizzes Results			
	Drty Dozen of Human Factors Skill O December 20, 2021 3:54 pm	Check	Statistics 100% Passed	
	Aggravators, Human Factors, Stress,	Pressure, and Fatigue	$\bigcirc$	
	Maintenance Minefields		$\bigcirc$	
	Curse of Complacency		$\bigcirc$	
	Look, Think, Act - Situational Awaren	less	$\bigcirc$	
	Airworthy CFR		$\bigcirc$	
	Major Repairs and Alterations		$\bigcirc$	
	Part 43		$\odot$	
	<ul> <li>Quizzes Results</li> </ul>			
	Part 43 Skill Check February 14, 2021 11:22 am		Statistics 100% Passed	
Dash	hboard	Hello Amy Tolleson (not Amy Tolleson? Log out)		
Orde	ers	From your account dashboard you can view your recent orders, manage your s	hipping and billing	
Dow	mloads	addresses, and edit your password and account details.		
Addr	resses			
Рауп	nent methods			
Acco	ount details			
Logo	but			

**1.21** Once you have finished up all your training lessons, print your certificate. See, **1.7** through **1.8.** 



Existing Users who have completed their training and want to "print their certificate".

1.22 Login here.



**1.23** Enter your login information....

<b>Viarenewal.com</b>		Login	Get Training Contact
IA cue	Training Account Access your course, certificates, and account settings below. RENEWAL TRAINING 2021-2022 IS NOW AVAILABLE CK HERE TO GET LARenewal O	I	
	Sername or sail address* Assword * Cog in Cost your password?		



1.24 Click here to print access certificate.

∂íarenewal.com			Training Account Contact Logout	
Training Account Access your course, certificates, and account settings before Expend at Colleges at				
<ul> <li>Inspection Authorization Renewal 2021-20</li> </ul>		2 Certificate 1001	6 complete	
	Dashboard	Hello Terry Tollesan (not Terry Tolleson? Log out)		
	Orders	From your account dashboard you can view your recent orders, manage your shipping and bill addresses, and edit your password and account details.	ng	
	Downloads			
	Addresses			
	Payment methods			
	Account details			
	Logout			

**1.25** Once you have accessed your certificate on the screen, you may then print the certificate and save it to your local computer.

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Inspection Authorization Renewal Training 2021-2022           HEREBY CERTIFIENTION           Training requirements in "Training", totaling 8 Hours. Inis Inspection Authorization Refresher Training is FAAST Team Approved (Refer below to the Course Acceptance Number).           Image: Amage: Ama	Certificate	of Completion				
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Instructor: Terry Tolleson Ed. D.         President of Blue Tuna LLC         IArenewal.com    Date of Training Completion Course Acceptance Number: C-IND-IM-130710-K-006-001 Expires: July 31,2023	ing is FAAST Team Approved (Refe	er below to the Course Acceptance Number).				
Instructor: Terry Tolleson Ed. D.         President of Blue Tuna LLC         IArenewal.com    Date of Training Completion Course Acceptance Number: C-IND-IM-130710-K-006-001 Expires: July 31,2023						
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Instructor: Terry Tolleson Ed. D President of Blue Tuna LLC IArenewal.com Course Acceptance Number: C-IND-IM-130710-K-006-001 Expires: July 31,2023	FAAST Federal Aviation Administration					
Date of Training Completion President of Blue Tuna LLC IArenewal.com Course Acceptance Number: C-IND-IM-130710-K-006-001 Expires: July 31,2023	Instructor: Terry Tolleson Ed. D					
IArenewal.com Course Acceptance Number: C-IND-IM-130710-K-006-001 Expires: July 31,2023	President of Blue Tuna LLC Date of Training Completion					
Course Acceptance Number: C-IND-IM-130710-K-006-001 Expires: July 31,2023	IArenewal.com					
	Course Acceptance Number: C-IND-IN	<b>//-130710-K-006-001</b> Expires: July 31,2023				



# **Best Practices for Training with IARenewal.com**

- 1. When you create an account, store your userid and password in a safe location.
- 2. While the <u>www.iarenewal.com</u> site is encrypted, when creating an account use a strong password. You will notice when creating an account password, the site will inform you about the strength of the password you are attempting to create. This is reliable guidance from your browser.
- 3. <u>www.iarenewal.com</u> offers an 8 hour course for IA Refresher training. It is divided up into 8 lessons. You **do not** have to start and finish all 8 lessons at once. However, to capitalize your time, once you complete the viewing of one lesson, you should complete the skills check section (quiz) before stopping and logging out.
- 4. Once you have completed all 8 of the lessons it is a good idea to print out your certificate and save a copy to your local computer.



## **COVID 19 Guidelines for IA Refresher Providers**

Pursuant to the FAASTeam guidelines www.iarenewal.com's providers status has been extended through July 31st, 2023. Per COVID 19 guidelines existing IA Refresher Course Providers have been authorized to meet appropriate social distancing recommendations and the needs of Inspection Authorization holders through changes in the delivery of training. Blue Tuna's <u>www.iarenewal.com</u> IA Refresher Training site has been a computer-based training (CBT) from its' very inception. Until further notice from the FAA, no new providers are being accepted as IA Refresher Training providers.

Blue Tuna's IA Refresher training site <u>www.iarenewal.com</u> was the first of its' kind. Blue Tuna will continue to provide the same excellent service as we have in the past. But we will not rest on the success of the past, instead we will focus on making our training site even better as we focus on continual improvement.

The course acceptance number remains the same **C-IND-IM-130710-K-006-001**. Under this course acceptance number <u>www.iarenewal.com</u> is authorized to offer **8 hours of IA Refresher training** through July 31<sup>st</sup>, 2023. (At which time we will renew our provider status as required by the new guidelines.) Our approval status is listed in the <u>FAA Master IA Refresher Course Database</u> search it by Blue Tuna's course acceptance number **C-IND-IM-130710-K-006-001**.