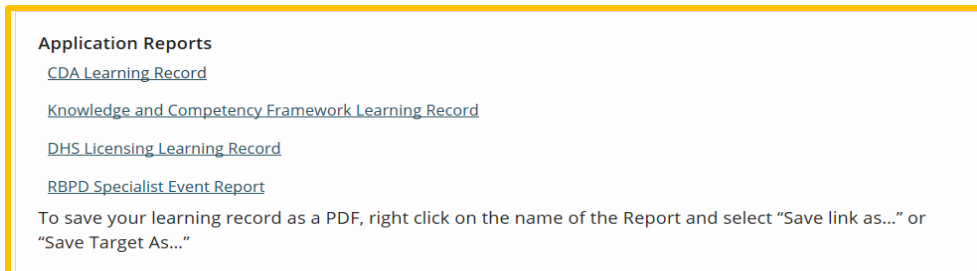


## DEVELOP – HOW TO PRINT YOUR LEARNING RECORD

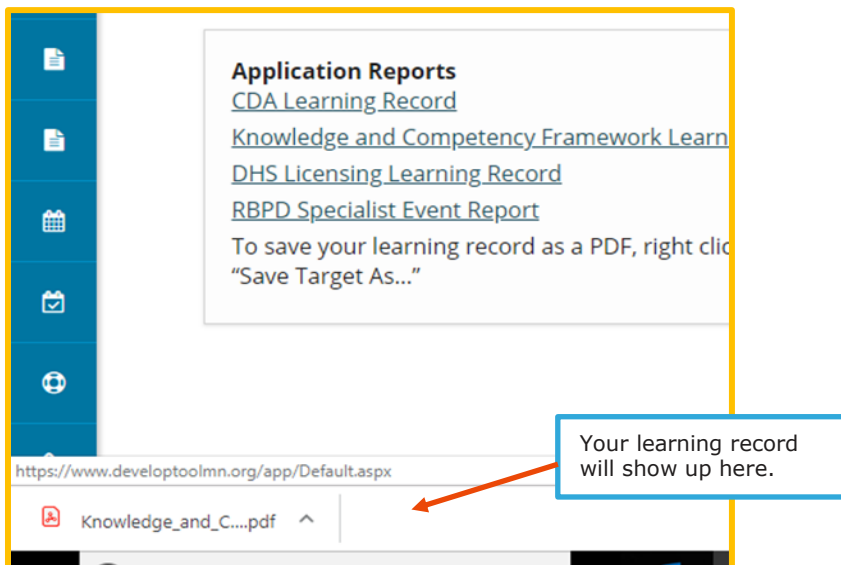
Please make sure you have Adobe Acrobat Reader to view your learning record. The link below will allow you to download the free adobe reader application. <https://get.adobe.com/reader/>

1. Login to your Develop Individual Profile with your email address and password.
2. Scroll down to your Develop Profile page until you see the following box:



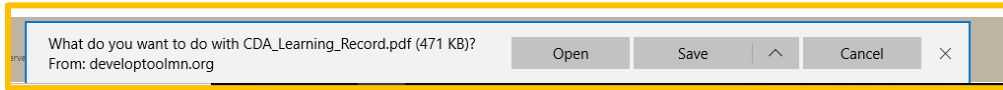
3. There are three different types of **Learning Records**:
  - o **Child Development Associate Learning Record** - record of your employment history, credentials, education and training organized by CDA Content Area
  - o **Knowledge and Competency Framework Learning Record** - record of your employment history, credentials, education, and training organized by KCF area
  - o **DHS Licensing Learning Record** - – record of your employment history, credentials, education and training organized in a way that is helpful for MN DHS Licensing
4. Depending on your browser, the document will either download to the bottom of your page or a message asking if you what you want to do with the document.

### Chrome:

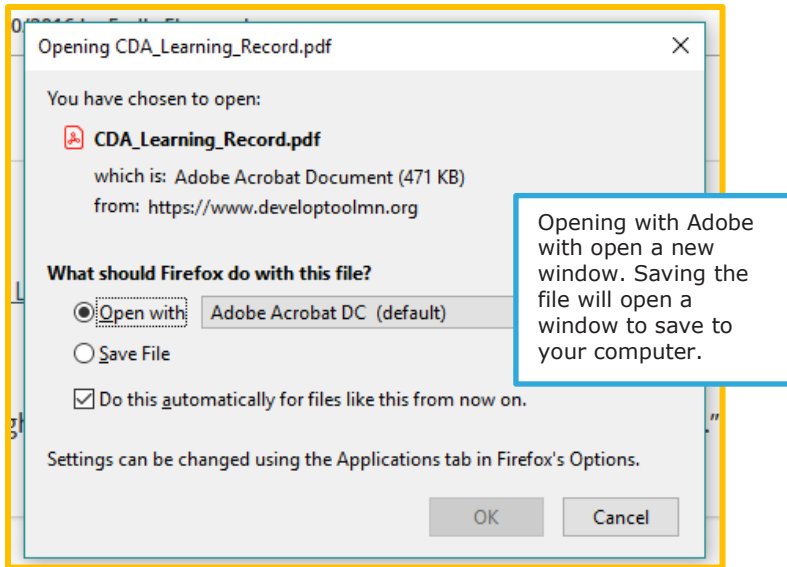


# Develop – How to Print your Learning Record

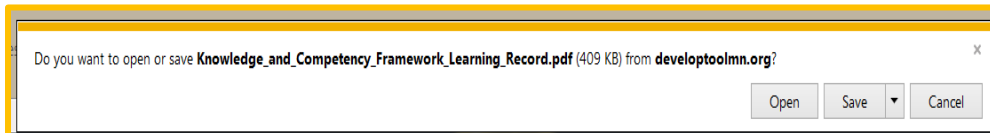
## Microsoft Edge:



## Firefox:



## Internet Explorer:



5. If you need to print your Learning Record, click on the File menu in the upper left hand corner of Adobe or your web page.
6. If you have an Individual Membership, you can print your learning record from the Reports Tab on your Develop Profile.

