



Training Evaluation Information Sheet

*In order to receive training hours for attending a training, child care providers must complete the Training Evaluation. **Note:** This online training evaluation should be completed as soon as attendance is entered by the trainer. Child Care Providers will receive an email when the evaluation is available. Training hours automatically add to your IdahoSTARS Training Log once the training evaluation is submitted online and all other requirements for the training are complete.*

STEPS TO COMPLETE TRAINING EVALUATION

1. Go to www.idahostars.org
2. Hover on 'Training Resources' and then select 'Provider Login' at the top of the page
3. Login with email and password
If you do not have a Provider Account, select the 'Sign-up' button. Please enter all required information as requested

Important Notes:

- New Provider Accounts take two business days for verification and activation
 - Remember your email and password; they are case sensitive
4. Select 'Training Evaluations' from the left-side black menu bar
 5. Select the correct training title under 'Training Evaluations' section at the top
 6. Fill in your evaluation and click 'Complete' at the bottom
 7. Check your Training Log by selecting 'View Training Log' to ensure the training has been added to your log

Note: If you need assistance managing your Provider Account, please contact the IdahoSTARS Training Office through the Idaho CareLine by dialing 2-1-1 or 1-800-926-2588 and ask for the IdahoSTARS Training Office.