



# Mental Health FIRST AID CONNECT

## Instructor 1 and Instructor 2

*Use this guide to better understand the differences and similarities in the roles and permissions of Instructor 1 and 2.*

FEATURES	INSTRUCTOR 1	INSTRUCTOR 2	NOTES
Run and manage Instructor-led training.	Yes	Yes	Instructor 2 can to manage and run the Instructor-led training session.
Mark learners as passed, failed or absent in the Instructor-led training.	Yes	Yes	
Get credit for teaching the course.	Yes	Yes	
Purchase materials from Shopify	Yes	Yes	
Listed as the Instructor on the MHFA.org Find-a-Course tool.	Yes	Yes	If Instructor 2 is added after the course is published, the update will appear on MHFA.org within one week.
Listed on the course information displayed to learners within MHFA Connect.	Yes	Yes	
View courses they have taught or co-taught in MHFA Connect.	Yes	Yes	
Receive all messages that learners send using the “Message the Instructor” feature in MHFA Connect.	Yes	Yes	If learners reach out to the Instructors through MHFA Connect, Instructor 1 and Instructor 2 will both be notified.
Review materials and resources within MHFA Connect.	Yes	Yes	
Easily change Instructor 2.	Yes	N/A	
Add users to the course.	Yes	No	
Pull evaluation results from the course.	Yes	No	Only the course owner (Instructor 1) can pull reports.
If Instructor 1 drops out, Instructor 2 can seamlessly take over course management.	N/A	No	Instructor 1 will have to make the co-facilitator the course owner

