

DDA 101: Frequently Asked Questions

- **When can I start DDA 101?**
 - As soon as you are ready. The online platform is now live and available to access 24/7. Viewers can navigate through the online course at their own pace, watching videos at their convenience and completing the module exams when ready. Once your registration transaction has been completed you will be provided with a direct access link to the online learning platform.
- **How long do I have to complete the course?**
 - Registrants will have 30 days to complete the course, from the date you begin your first module.
- **How will I know when I'm done?**
 - Completion of this course will consist of registrants watching all videos in each of the 9 modules and completing the short exam at the end of Modules 1 through 8. Upon passing each module's exam the registrant will receive a certificate of completion which can be printed or saved for future reference.
- **What happens if I fail an exam?**
 - You will have two attempts to pass each module's exam. The exam consists of 3 - 6 questions, all based on the video viewed in each individual module. None of the exams are designed to be tough, they merely serve as a checks and balance in the digital learning process. If you are unable to pass the exam after your two attempts we recommend watching the individual module's videos again before reaching out to the Office of Downtown Development team at mainstreet@dca.ga.gov. Our staff will be able to provide you with a new link to take the exam.
- **What do I do once I'm done?**
 - Once you have completed the course, we recommend keeping all your exam certificates of completion in one place. There should be 8 certificates in total. If you have a DDA program director or a Main Street program director, we recommend providing them a physical or digital copy of each completion certificate for their records.
- **What if I have trouble with the learning platform?**
 - While DDA 101 is designed to be user friendly we understand that technology can sometimes be quirky. If you have any trouble viewing a video, accessing class materials or taking an exam please reach out to the Office of Downtown Development team at mainstreet@dca.ga.gov and someone will be able to assist you.