

## The Minnesota Quality Improvement & Registry Tool

### 7.0 Printing Reports

There are three different reports you can print from your Develop Individual account:

- **CDA Learning Record** - record of your employment history, credentials, education and training organized by Child Development Associate (CDA) Content Area
- **Knowledge and Competency Framework Learning Record** - record of your employment history, credentials, education, and training organized by KCF area
- **DHS Licensing Learning Record** – record of your employment history, credentials, education and training organized in a way that is helpful for MN DHS Licensing

If you have a **Develop Account** you can print your learning record by scrolling down your **Summary Profile** page. If you have a **Develop Membership**, you can click on the **Reports Tab**.

#### Application Reports

[CDA Learning Record](#)

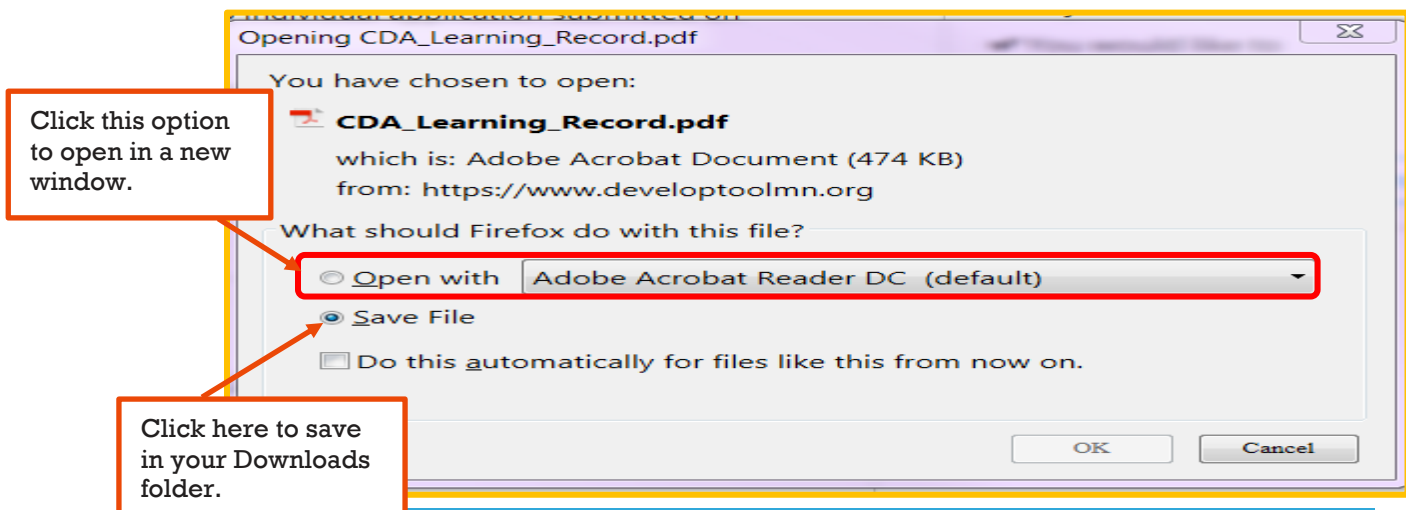
[Knowledge and Competency Framework Learning Record](#)

[DHS Licensing Learning Record](#)

[RBPD Specialist Event Report](#)

To save your learning record as a PDF, right click on the name of the Report and select "Save link as..." or "Save Target As..."

When you click on the title you should see this message:




# 7.0 Printing Reports


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Summary Personal Education Employment Training More ITNA **Reports**

## Individual Professional Profile

 [DHS Licensing Learning Record](#)  
A record of your employment history, credentials, education and training organized in a way that is helpful for MN DHS licensing staff

 [CDA Learning Record UAT](#)  
A record of your employment history, credentials, education and training, organized by Child Development Associate (CDA) Content Area. Use this to apply for your CDA with the Council fo... [More](#)

 [Knowledge and Competency Framework Learning Record](#)  
A record of your employment history, credentials, education and training, organized by Knowledge & Competency Framework (KCF) Area

Clicking on the title of any of these records will open it in a new window.

## DEVELOP HELPDESK

833-605-6938 § [support@develophelp.zendesk.com](mailto:support@develophelp.zendesk.com)

Available by phone Monday through Thursday from 7:30 a.m. to 4:30 p.m., and Friday from 7:30 a.m. to 12:30 p.m.

For assistance in Hmong, Somali or Spanish, contact the Language Access Line provided through Child Care Aware of Minnesota.

- 888-291-9811
- 651-655-0150