If you are a first time user of computer-based training (CBT) for ConnectCarolina and InfoPorte, it's a good idea to spend a few moments becoming familiar with the navigation bar.

All CBTs have a navigation bar at the bottom to help you decide how you move throughout the course. For instance, you can jump ahead one slide at a time to skip content you already know, go back one slide at a time to review material and pause to take notes. Refer to the key below for the function of each section of the navigation bar.

- **Rewind:** replay the CBT starting from the first slide
- **Play/Pause:** pause and resume the CBT
- **Back:** go back one slide
- **Forward:** go forward one slide
- **Fast Forward:** play the CBT at two or four times the normal speed (* not recommended)
- **Playback Bar:** see the progress of the CBT (not available on quiz slides)
- **Playhead:** see the current position in the CBT (* not recommended to drag forward or back)
- **Mute:** toggle audio on and off (on is the default)
- **Closed Captioning:** toggle captions on and off (off is the default)
- **Exit:** close the movie and browser page or tab

* Using the Fast Forward button and dragging the Playhead (either forward or backward) is not recommended for ConnectCarolina CBTs. Using these functions may cause the CBT to freeze or playback erratically.