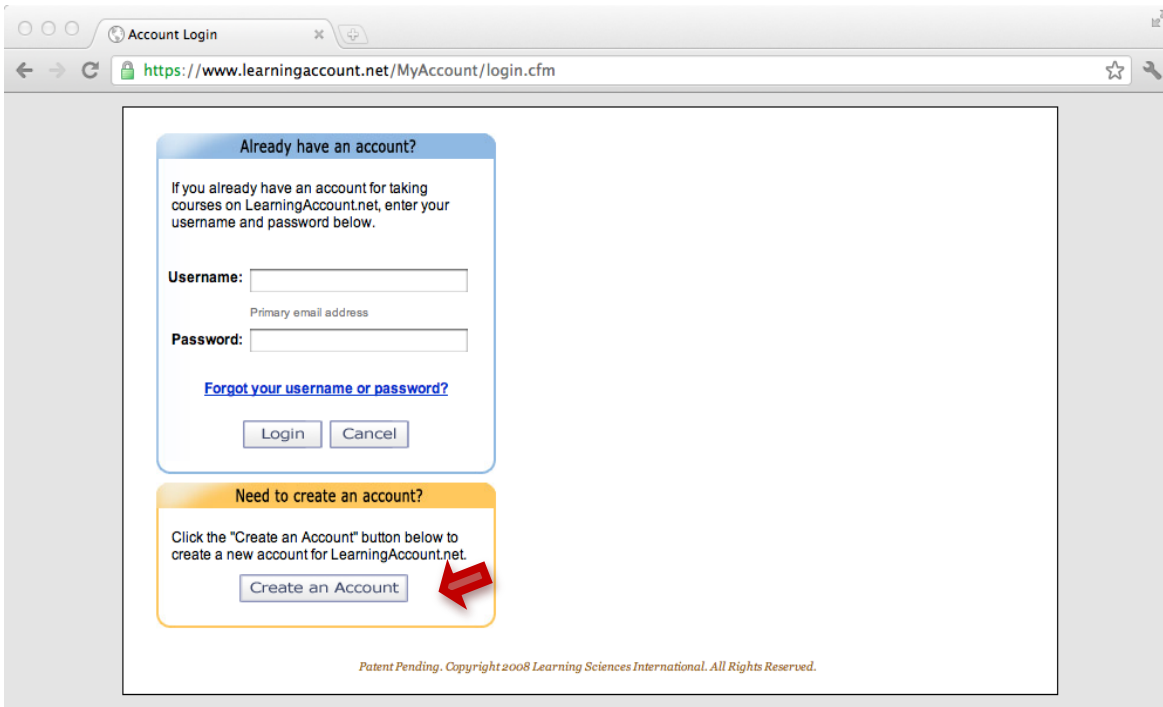


Instructions for Option I - EVALUATION TRAINING INCENTIVE
Foundations of the Marzano Model-Web-Based Online Course

1. Participant is required to complete the following sections to receive the Evaluation Training Incentive:
 - Introduction- Sections 1.1.1-1.1.4
 - Foundations of Effective Teaching- Sections 2.1.1- 2.2.1
 - Art and Science of Teaching Framework- Sections 3.1.1-3.5
2. Participant will access a website for the course using a specific login ID and passcode.
3. To Create an Account: Open a Web Browser and navigate to:
<http://www.learningaccount.net/default.cfm?csk=eftb>

Step 1. Select the **Create an Account** Button.



Step 2. Enter your Account Creation Information as prompted.

Charter Schools Teachers - If you do not have an 8-digit number used for registration in Broward professional development courses, you must first go to *Go Sign Me Up* at <http://broward.gosignmeup.com>. Follow the instructions and you will receive your 8-digit number within 24 to 48 hours. This is necessary in order to continue to create your account for this course.

Step 1: Enter Your Account Information

Red indicates a required field

First Name:

Middle Name:

Last Name:

Primary Email:

Re-enter Email:

Your primary email address will be your username for logging into the system. It is also used to send you important information about your account. Please use an address that you can access throughout the year. If you do not have an email address and would like to obtain a free one, click [here](#) for information.

Eight Digit P#:

Please do not include the letter P. You will only need to enter the numeric portion of your personnel number.

Password:

Re-enter Password:

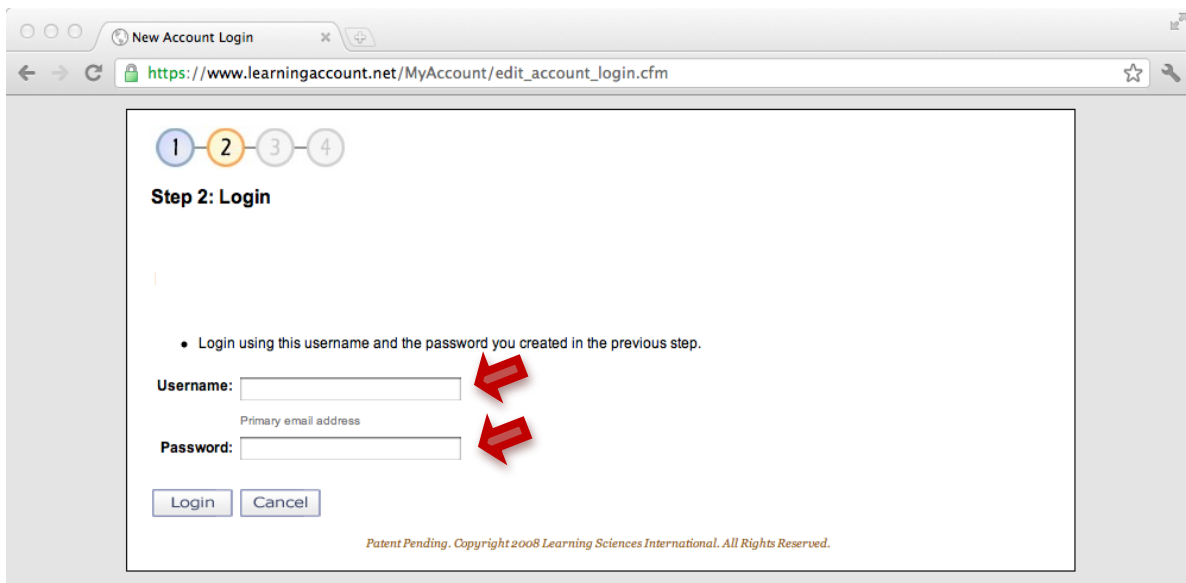
Your password must be at least six (6) characters long. Choose a password that would be difficult for others to guess. Please make a note of your password – you will need it each time you log into the system.

Time Zone:

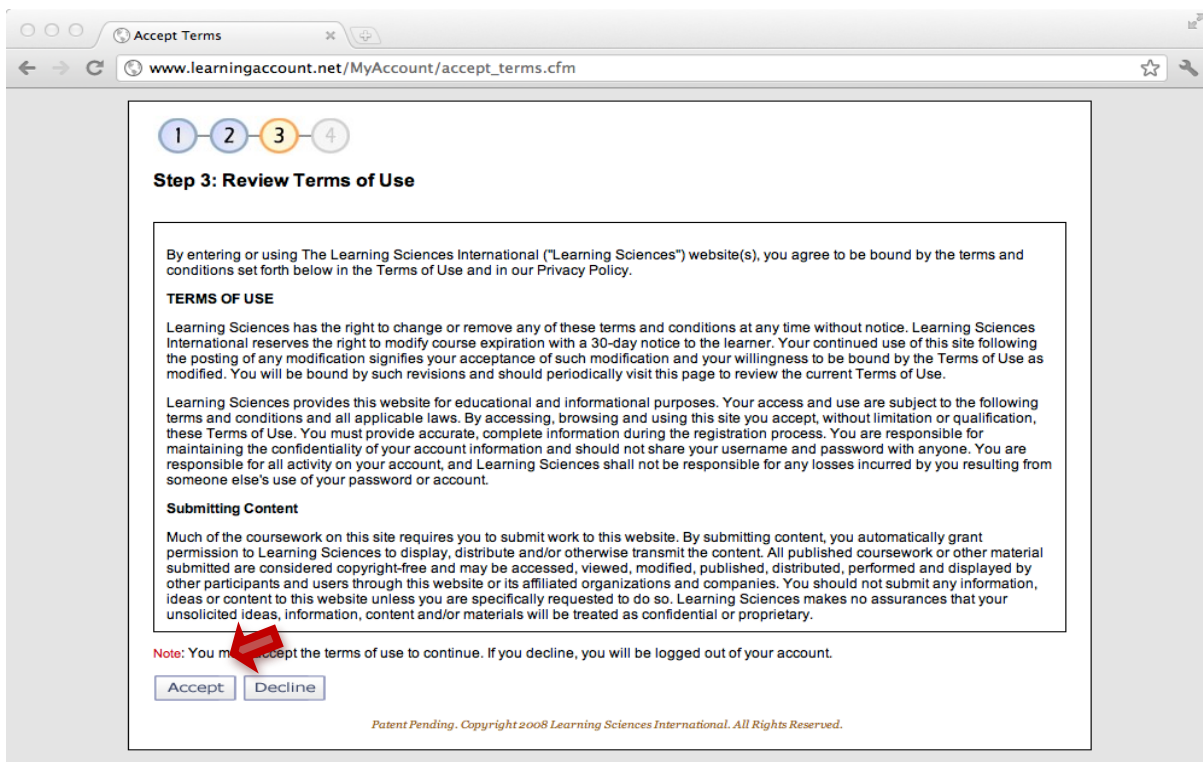
Check this box if you wish to be notified of new course offerings or special savings.

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Step 3. Enter your email address (in the Username window) and enter the password you created.



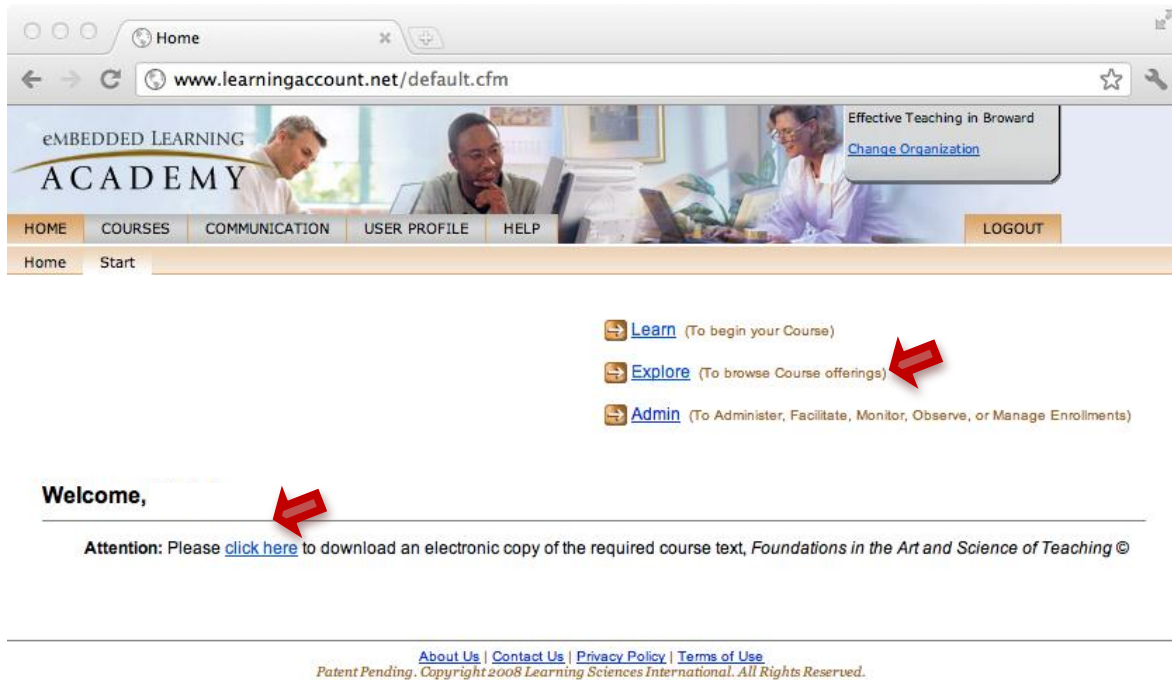
Step 4. Review the Terms of Use and click **Accept**.



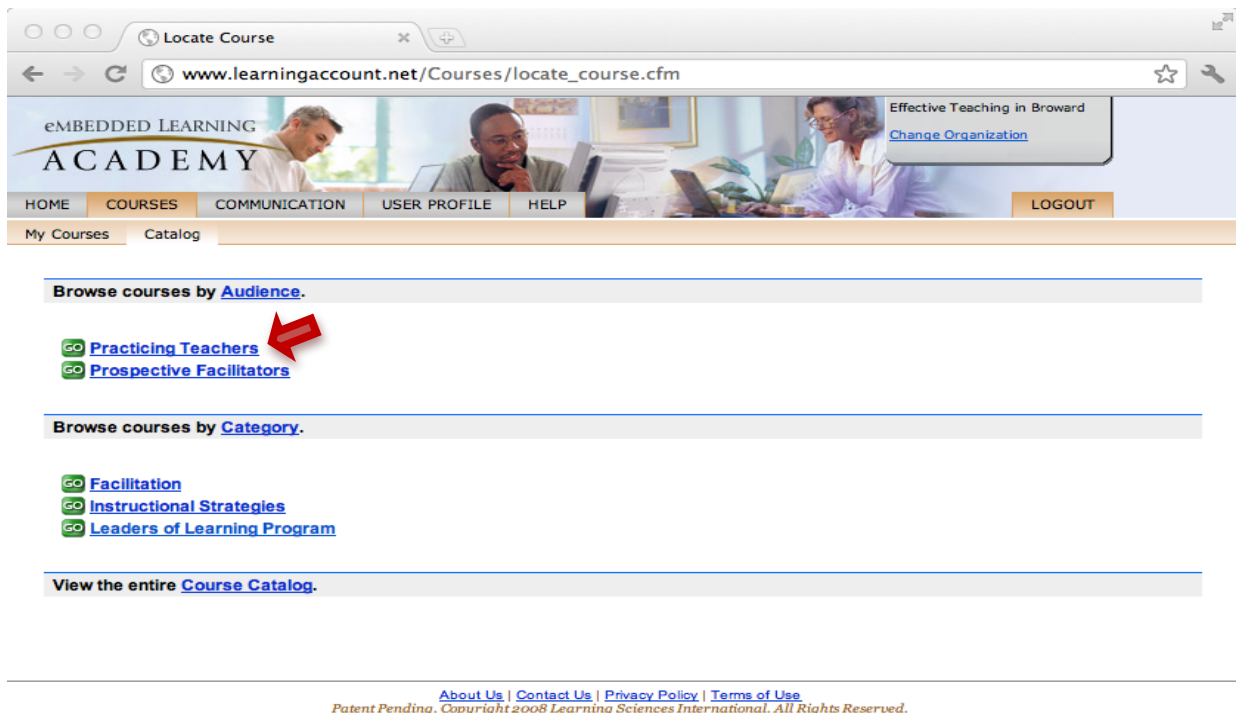
Your account has been created. An email has been to the address you entered containing a validation code. Look for and email from: <NoReply@learningsciences.com.> Please log out now and find the email. Click on the link in the email to login again and continue to the course. You may only validate from the email ONCE. From this point forward use the following link:

<http://www.learningaccount.net/default.cfm?csk=eftb>

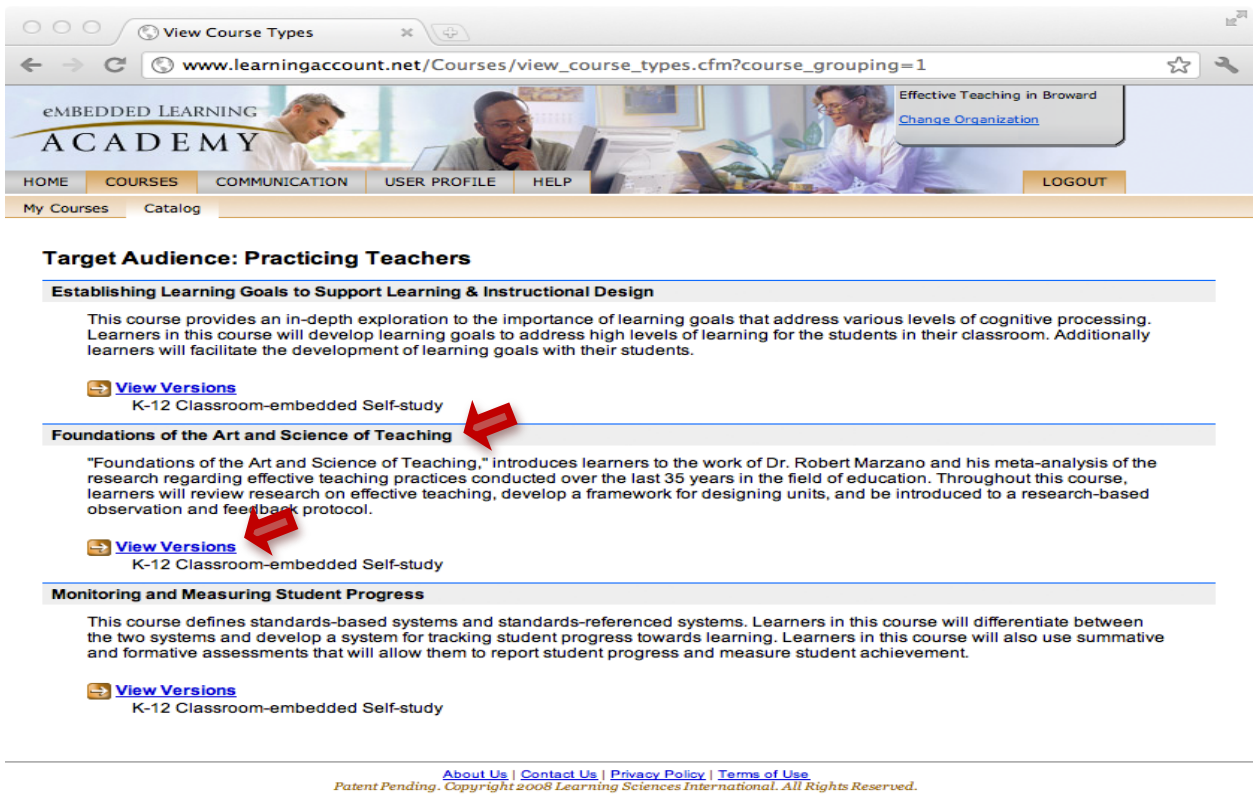
Step 5. Select the **Explore** link. Next, note the “click here” link that will connect you to the course required text, *Foundations in the Art and Science of Teaching*.



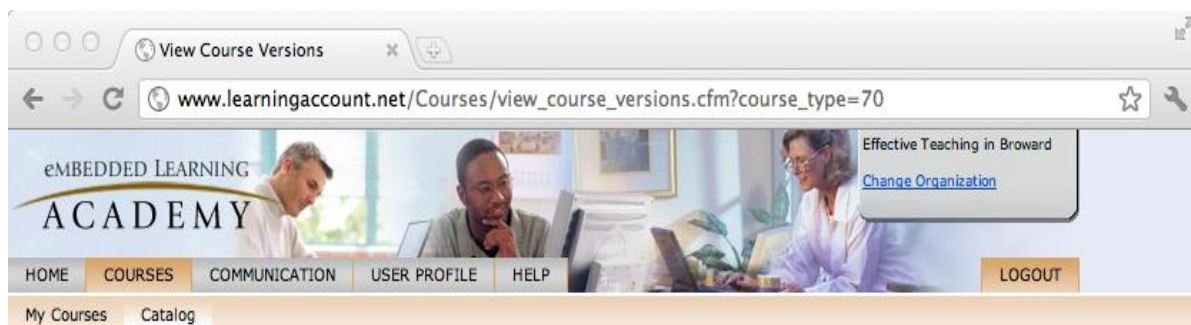
Step 6. Select the **Practicing Teachers** link.



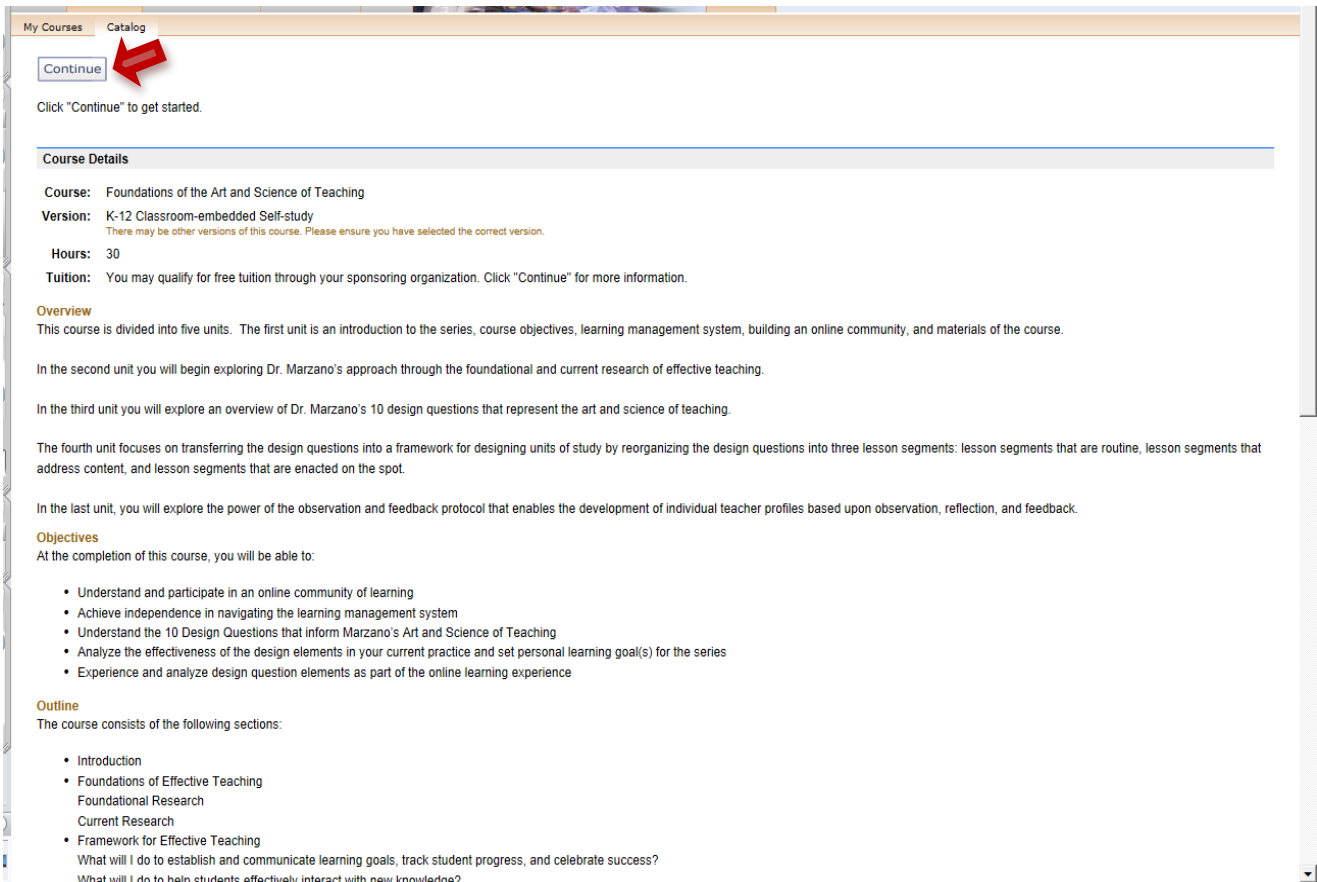
Step 7. Select the **View Versions** link under *Foundations of the Art and Science of Teaching*.



Step 8. Select the **Details** button.



Step 9. Select the **Continue** button.

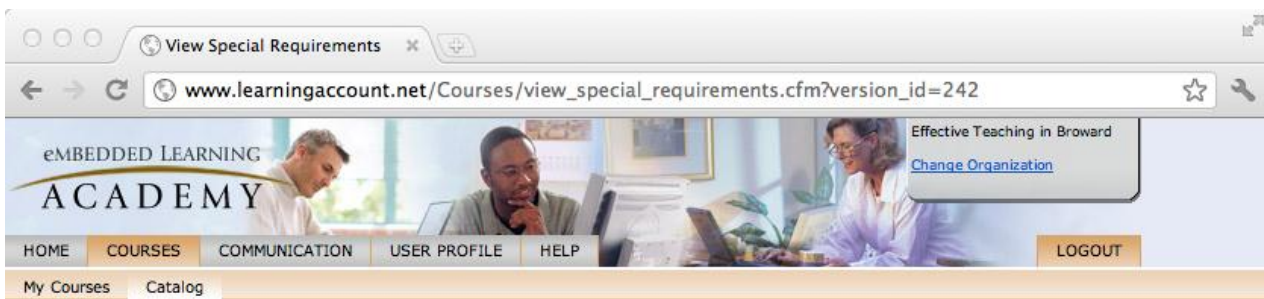


The screenshot shows a web interface for a course. At the top left, there are tabs for "My Courses" and "Catalog". Below the "Catalog" tab, a "Continue" button is highlighted with a red arrow. Below the button, there is a message: "Click 'Continue' to get started." The main content area is titled "Course Details" and contains the following information:

- Course:** Foundations of the Art and Science of Teaching
- Version:** K-12 Classroom-embedded Self-study
There may be other versions of this course. Please ensure you have selected the correct version.
- Hours:** 30
- Tuition:** You may qualify for free tuition through your sponsoring organization. Click "Continue" for more information.

Below the details, there is an "Overview" section with several paragraphs of text describing the course structure. This is followed by "Objectives" and "Outline" sections, each with a list of bullet points.

Step 10. Select the **Continue** button.



The screenshot shows a browser window with the address bar displaying "www.learningaccount.net/Courses/view_special_requirements.cfm?version_id=242". The page header includes the "eMBEDDED LEARNING ACADEMY" logo and a navigation menu with "HOME", "COURSES", "COMMUNICATION", "USER PROFILE", and "HELP". A "LOGOUT" button is visible in the top right. Below the navigation menu, there is a "My Courses" tab and a "Catalog" tab. The main content area is titled "View Special Requirements" and contains a message: "There are Special Requirements for this course. Make sure you have met these requirement before enrolling in this course." Below this message, there is a "Special Requirements" section with a list of requirements. At the bottom of the page, there are "Continue" and "Cancel" buttons, with the "Continue" button highlighted by a red arrow.

There are Special Requirements for this course. Make sure you have met these requirement before enrolling in this course.

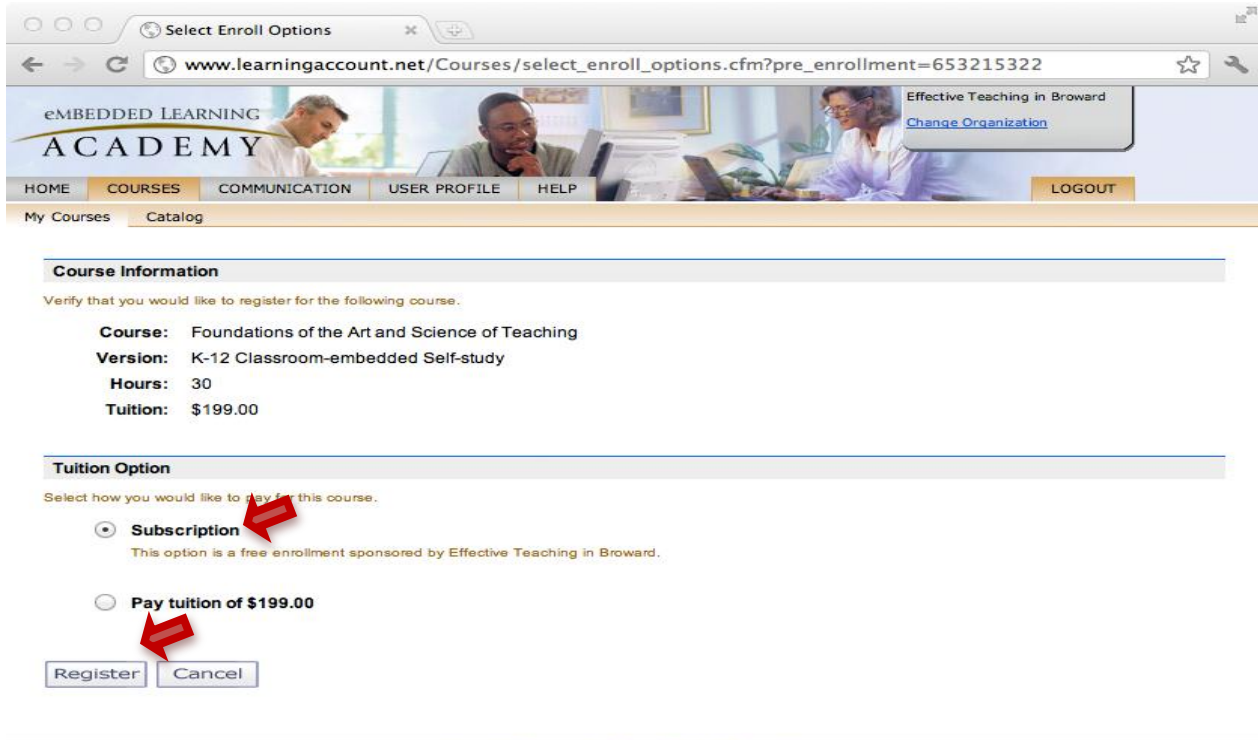
Special Requirements

Must be employed full-time at the K-12 level in an educational institution and must have access to 6 or more students of the proper grade level in order to successfully complete the requirements of this course.



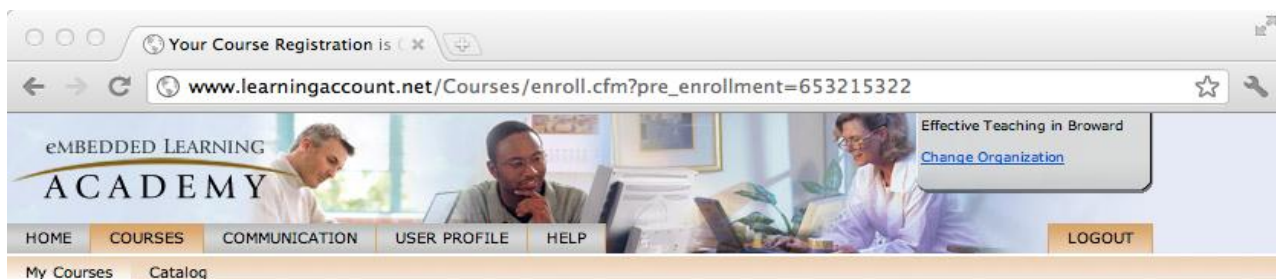
The screenshot shows two buttons: "Continue" and "Cancel". A red arrow points to the "Continue" button.

- Step 11. Select **Subscription** and then select the **Register** button.
There is **NO COST** for this course



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- Step 12. Select the **Click here** link.



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Step 13. Select **Launch Orientation** to begin your course.

The screenshot shows a web browser window with the URL www.learningaccount.net/Learner/view_enrollment.cfm?enrollment_id=145181. The page header includes the logo for "eMBEDDED LEARNING ACADEMY" and a navigation menu with links for HOME, COURSES, COMMUNICATION, USER PROFILE, HELP, and LOGOUT. Below the header, the course details are listed:

Course Name:	Foundations of the Art and Science of Teaching (CE Self-study)
Date Started:	
Expiration Date:	20-Sep-2012
Progress:	1.1 Introduction
Released To:	6.3 Conclusion

Below the course details, there is a section titled "Course Actions" containing a list of links:

- [Launch Course](#) (with a play button icon)
- [Launch Orientation](#) (with a right-pointing arrow icon)
- [Discussion](#) (with a speech bubble icon)
- [View Chat](#) (with a speech bubble icon)
- [Learning Log](#) (with a document icon)
- [Reminders](#) (with a speech bubble icon)
- [Course Documents](#) (with a document icon)

A red arrow points to the "Launch Orientation" link.

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For Technical Assistance contact:

Learning Sciences International, M-F from 8:00 a.m. to 8:00 p.m. at 877-574-1638

Human Resource Development, Staff Development Hot Line at 754-321-5055 (during regular business hours)