# Georgia Department of Education Division of Technology Services

FY 2022





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## Section 1 – How to Access Georgia Learns for GaDOE Employees

To access Georgia Learns, Georgia Department of Education employees should log into MyGaDOE Portal Enter your username and password.

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Figure 1: GaDOE portal application log-in screen.

If you forgot your password, click "I forgot my passphrase" to reset your password.

If you need additional assistance, submit a <u>Service/Help Desk ticket</u> or call 1-800-869-1011. Please provide a detailed message as well as your contact information.

Click **Georgia Learns PD Hub** tab in your left navigation bar. The Georgia Learns PD Hub will open in a new window. *Please note that you may need to allow pop-ups in your browser.* 

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Georgia Department of Education November 7, 2022 Page **3** of **8**  Figure 2: Arrow indicating Georgia Learns PD Hub in left navigation bar inside GaDOE portal.

#### Section 2 – How to Access Georgia Learns via SLDS for Non GaDOE Employees

Georgia Learns PD Hub - Obtaining a Transcript

To access Georgia Learns, employees with access to SLDS, such as State Schools employees, should log into **SLDS** and click the **Georgia Learns PD Hub tab or tile** within SLDS.

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Figure 3: Arrow indicating Georgia Learns PD Hub

- The Georgia Learns PD Hub application will open, and users will see courses within the Catalog. You may use the search bar on the top left to search for a specific course or click Load More Courses button at the button to browse through all courses.
- Click the Start Course button underneath a course to enroll in and access the course.

### **Section 3 – How to Obtain a Transcript**

When Georgia Learns PD Hub landing page displays, select a course that you have completed, and click the "Course Completed" button

n SLDS Parent Portal Support	TRL High School Feedback Georgia Learns - PD Hub Request Service	es ST Dashboard Logout	
	Best Practices Music	Best Practices Art	Patterning & Algebraic Reasoning
	Best Practices in the ES Music Classroom The Best Practices in the ES Music Classroom course is designed to provide K-S General Music Teacher.more	Best Practices in the ES Visual Art Classroom The Best Practices in the ES Visual Art Classroom course is designed to provide K-5 Visual Art Teach.more	Understanding the Progression of Patterning and Algebraic Reasoning the Source is to provide mathematics educators with an understanding of the progressmore
	Course Completed Bookmark Course Audience - School Leaders' Audience - Elementary Teachers (Standard - TAPS 1: Professional Knowledge) (Standard - TAPS 2: Instructional Plannin)	Start Course Bookmark Course Audience - School Leaders Audience - Elementary Teachers Standard - T&BST : Fronsienoil Roomleton	Start Course Bookmark Course Audience - School Leaders Audience - District Leaders (Standard - TAPS - 1: Professional Knowledge) (Standard - TAPS - 1: Inclusional District Taps)
	Standard - TAPS 2: Instructional Planning Show All Tags	Standard - TAPS 1: Professional Knowledge Show All Tags	Standard - TAPS 2: Instructional Planning Show All Tags
		Load More Courses	

Figure 4: Georgia Learns PD Hub Course showing Course completed Button, example screenshot

From any course, click the Dashboard button.

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Home	Best Practices in the ES Music Classroom	Course Survey
G Grade	es D	III View Course Stream
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198		To Do
E)	B G G G G G G G G G G	Nothing for now
NOA		Recent Feedback Nothing for now
S	Course Navigation Quick Links	
Telp	Modules Grades Badges Help	
	Welcome! The Best Practices in the ES Music Classroom course is designed to provide K-5 General Music Teachers with general best practices and other considerations for success in the ES Music Classroom. The course will discuss several classroom management, behavior management, student engagement strategies, and considerations for how to handle materials (such as instruments) in the music classroom.	
≪	Estimated Time: 10 Minutes	

Figure 5: Georgia Learns PD Hub Course Landing page, example screenshot

Once on the Dashboard, click the PDF Transcript button.

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Figure 6: Georgia Learns PD Hub Course Dashboard, example screenshot

Your Transcript will open as a PDF document

4	Completed	In Progress 3	Not Completed	Credits Earned	Credits Available
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ENROLLED	COMPLETED COUR	SE/PROGRAM			
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In Progres	s			I	
ENROLLED	COURSE/PROGRA	M		AVA	AILABLE CREDITS
2022/04/26	GaDOE Community	Organizer and Mo	oderator Training		
2021/08/05	Ensuring Privacy of	Student Education			
2022/05/23	Best Practices in the	e ES Music Classro			
Not Compl No enrollments	leted				

Figure 7: Georgia Learns PD Hub Course Transcript, example screenshot

Georgia Department of Education November 7, 2022 Page **6** of **8**  Users can use the print button to print out the transcript or use the Save button to save on their computer.

1 of 1 Q	- + 🤉 🖂   🗈 Page view   🗚 Read aloud   30 Add text   🗸 Draw - 😾 Highlight - 🖉 Erase 🕞 📴 🖉 😵	
	Learner Transcript	
	ENROLLED COMPLETED COURSE/PROGRAM EARNED CREDITS 2022-2023 Sexual Harassment Prevention Course for State	
	2022/07/01 2022/08/30 Employees	
	2022/05/23 2022/07/21 Best Practices in the ES Music Classroom	
	2021/08/05 2022/06/15 Ensuring Privacy of Student Education Data (GaDQE)	
	No Date Set 2021/10/12 Cyber Security Awareness Training 2021-2022 (GaDOE)	
	In Progress	
	ENROLLED COURSE/PROGRAM AVAILABLE CREDITS	
	2022/04/26 GaDOE Community Organizer and Moderator Training	
	Not Completed	
	No enrollments to display	

Figure 8: Arrow indicating Save and print button

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Richard Woods, State School Superintendent Educating Georgia's Future

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