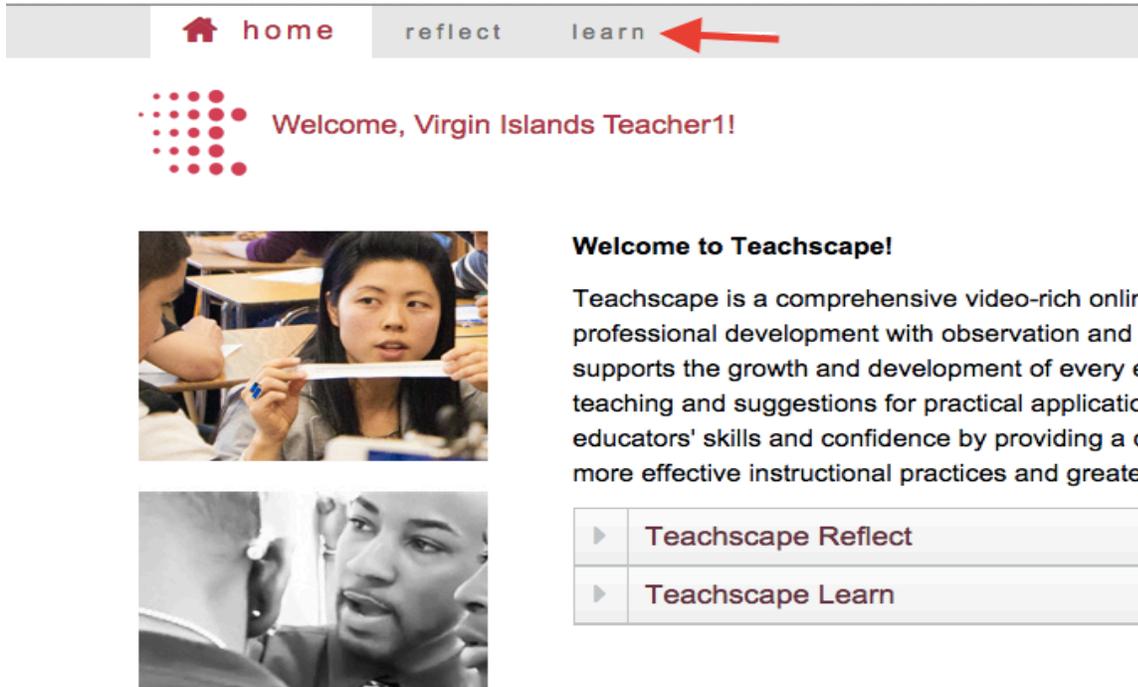
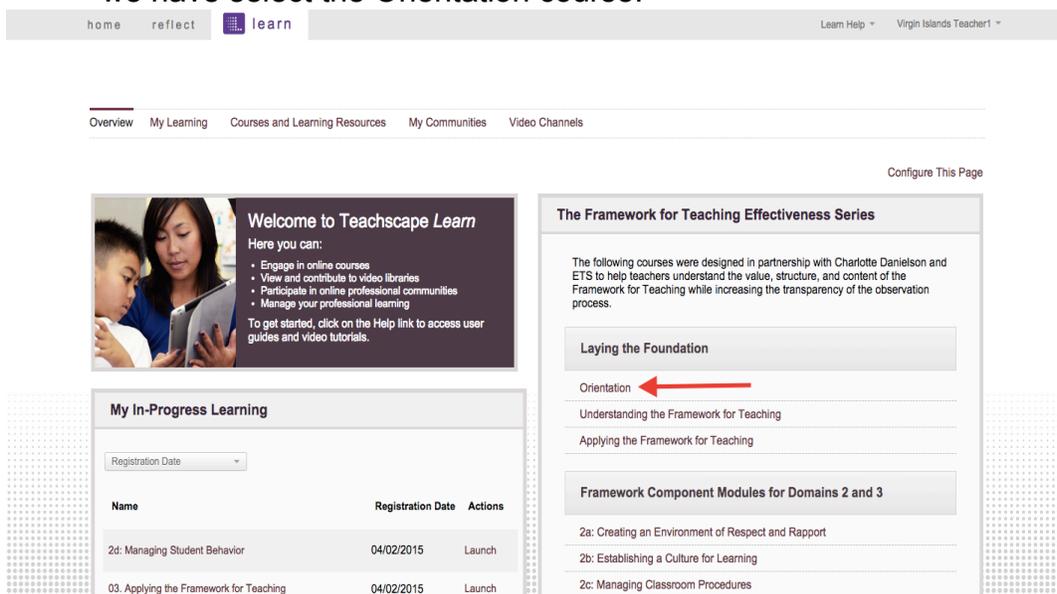


Focus for Teachers User Guide

1. After you have logged into the system, navigate from the home screen to Learn by clicking the Learn tab at the top of the page



2. On the Learn Home page, you will be able to see a list of all course offerings related to Focus for Teachers. Scroll up or down to see the courses available within the 'Framework for Teaching Effectiveness Series' box along the right side of the page and click on the title to navigate into the resource. In this example, we have select the Orientation course.



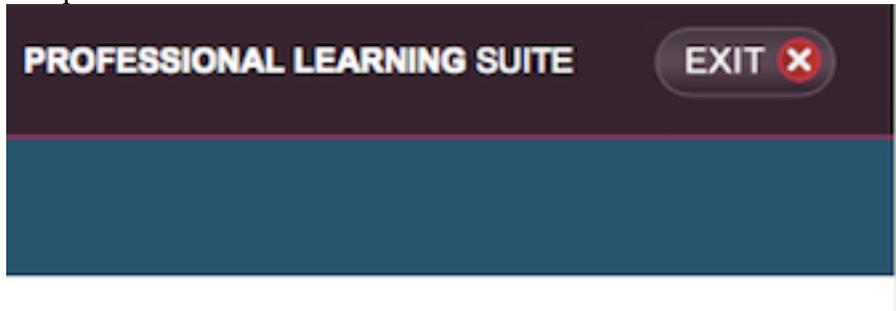
- The next page will show you information related to the course. In order to begin reviewing the materials, click the “Launch” button that appears on the page.

NOTE: Make sure pop-up windows are allowed on the web-browser you are using, as the course will load in a separate window.

- Once within the course, you can read/view the information on each page and navigate by using the navigation links on the course page or by clicking the page links along the left hand side of the page:

- To leave the course, use the exit button that appears towards the top right corner of the course you are viewing

NOTE: Your progress within the course will be saved, and when you return to it, you will resume from this point



- You can see which courses you are actively in progress with by navigating to the My Learning tab. You can also relaunch any of the courses you are viewing from this page.

Web Link: <http://learn.helpdocsonline.com/my-learning-overview>

Overview My Learning **← Courses and Learning Resources** My Communities Video Channels

In-Progress Learning

In-Progress Learning

Completed Learning

Plans and Activities

My In-Progress Learning

Sort By Registration Date Group courses by certifications and c

▶ 01. Orientation (FCS13-ES-000,Version:1.0) Duration: 00:10 hours Status: Confirmed (Registration Date: 04/28/2015)	Launch more actions
▶ 2d: Managing Student Behavior (FCS13-ES-2D,Version:1.0) Duration: 02:00 hours Status: Confirmed (Registration Date: 04/02/2015)	Launch more actions
▶ 03. Applying the Framework for Teaching (FCS13-ES-010,Version:1.0) Duration: 01:30 hours Status: Confirmed (Registration Date: 04/02/2015)	Launch more actions
▶ 2a: Creating an Environment of Respect and Rapport (FCS13-ES-2A,Version:1.0) Duration: 03:00 hours Status: Confirmed (Registration Date: 04/01/2015)	Launch more actions

7. You'll also note that when you return to the Overview tab after viewing courses , it will show you the last five offerings you have launched to access these items from the product splash page. They will be contained within the "My In Progress Learning" box and can be launched from this page.

My In-Progress Learning

Name	Registration Date	Actions
01. Orientation	04/28/2015	Launch
2d: Managing Student Behavior	04/02/2015	Launch
03. Applying the Framework for Teaching	04/02/2015	Launch
2a: Creating an Environment of Respect and Rapport	04/01/2015	Launch

[View All](#)