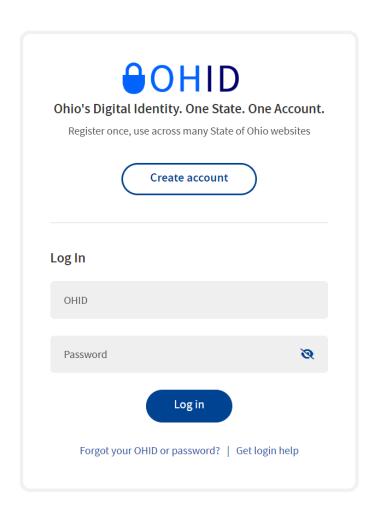
# INTRODUCTION TO DYSLEXIA, GRADES 4-12 COURSE, ACCESS & USE GUIDE



# ACCESSING THE INTRODUCTION TO DYSLEXIA, GRADES 4-12 COURSE



The LMS is an available application in the <a>OH | ID portal</a> for those that have:

- an active Ohio, PreK-12 license or who have
   submitted an application for a State of Ohio education credential (this includes a Pupil Activity Permit) and
- a fully set up OH ID account



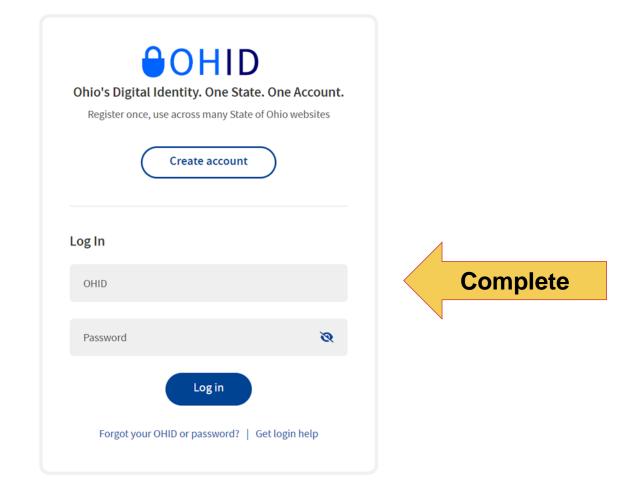
## ACCESSING THE INTRODUCTION TO DYSLEXIA, GRADES 4-12 COURSE

- If the LMS is not an available application in your OH|ID account and you have an active credential or have submitted an application for an Ohio, K-12 credential, you may still need to complete the set-up of your OH|ID account by selecting and completing the **Department of Education Profile Set-Up Application**.
- Please complete that application to connect your account to state education applications. Once completed, the LMS application may be immediately available by refreshing your OH|ID page or it can take up to 24 hours to connect.
- If the LMS application is still not available **after** verifying an active or submitted credential, completing the **Department of Education Profile Set-Up Application**, and waiting 24 hours from completion of the Application, you will need to contact the OH|ID Portal Help Desk for additional assistance rofile.Help@education.ohio.gov



### STEP 1: LOG INTO OH ID PORTAL

Log in to your OHID Portal (this can be found by selecting Login in the upper right-hand corner of the Department of Education and Workforce webpage)





#### **STEP 2: OPEN APPS**

Select My Apps (Note: If you are a first-time user, you may be prompted to launch the OHID App Store, first.)

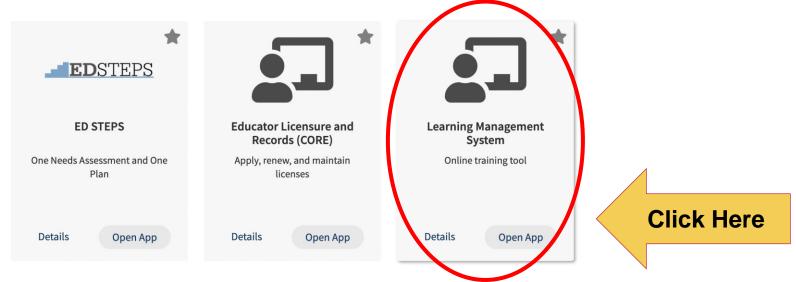




#### STEP 3 & 4: LOCATE & OPEN LMS

Scroll to locate Learning Management System (LMS) in list of apps.

Click Open App



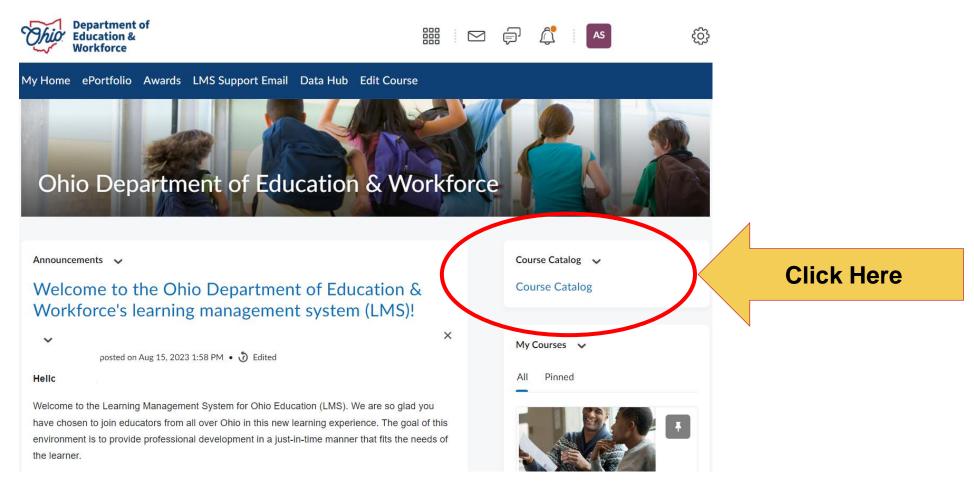
If you do not see the LMS application once you have logged in to your OH|ID Portal, please verify the following:

- You have an active Ohio, K-12 credential or have submitted an application for a credential. An active or submitted
  application for an Ohio, K-12 credential is required for access to the LMS application.
- If you have an active or submitted application for an Ohio, K-12 credential and do not see the application, please check if the LMS app might be on the second page of apps in your Portal and if it is not, **please see slide 3 in this presentation.**



#### **STEP 5: SELECT COURSE CATALOG**

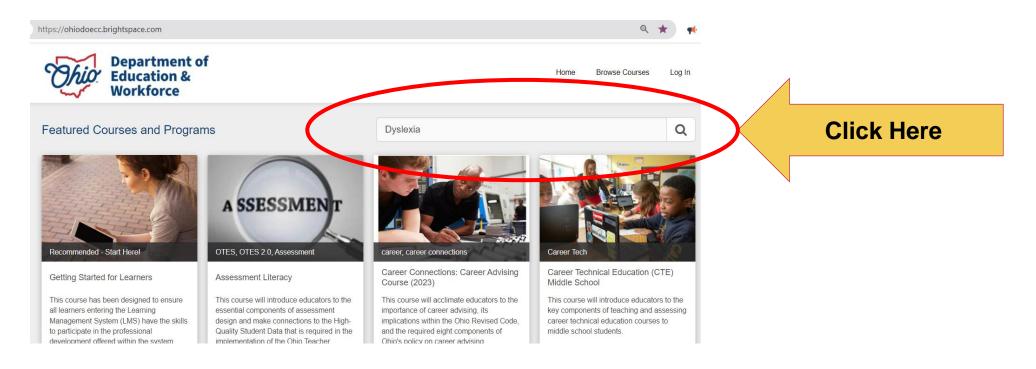
#### From your LMS homepage, select Course Catalog





#### **STEP 6: SEARCH FOR COURSE**

In the Search box, Dyslexia and select the magnifying glass (or Enter on your device) to search.





#### STEP 7: ENROLL AND BEGIN COURSE

Select the *Introduction to Dyslexia Course, Grades 4 – 12* and Log In to Enroll.

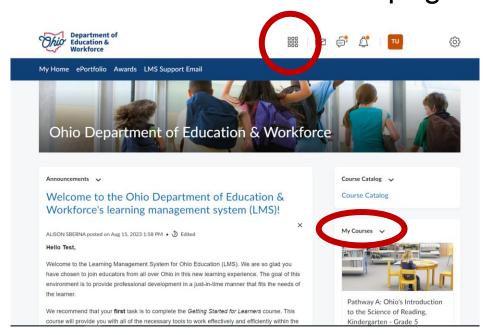
### Log In to enroll.

- Select "Log In" to enroll and then "Enroll". This will enroll you in the pathway (course) - you can now refresh your LMS homepage (in the open tab) and the course will be available under "My Courses".
- You will also have the option to "Launch Course" and this will open the course in the LMS in a new tab.



#### **ACCESSING THE COURSE AGAIN**

Once you are enrolled, repeat steps 1- 4 to log-in to the LMS. The course should then be available in your list of courses, titled My Courses, on your LMS home page. You can also use the waffle icon above the red navbar on the LMS home page to search through all courses you are registered for. Click the course to open the course homepage and read through and follow instructions provided on the course homepage.





#### ADDITIONAL COURSE INFORMATION

- Pre and Post Tests (Passing the post-test is mandatory for course completion and credit)
- Ongoing access to previous content after completion of the post-test
- Formative knowledge checks of each module
- Approved SST & ESC course facilitators are available and will have access to Facilitator Training and ongoing support from the Department of Education and Workforce. Contact <a href="mailto:Dyslexia@education.ohio.gov">Dyslexia@education.ohio.gov</a> for more information.



#### CHANGING YOUR NAME OR EMAIL IN THE LMS

- Go to the OH|ID portal.
- 2. Log into the OH | ID Portal with your OH | ID credentials.
- 3. Under "My Apps," click on the "Learning Management System" tile.
- 4. You will be on the LMS Home Page.
- 5. Click on "Course Catalog" on the right side LMS home page.
- 6. Click on "Log in" located on the top right of the catalog page.
- 7. Click on your name on the top right and select "Profile."
- 8. Make necessary changes to name or email address and click Submit.
- 9. Click on "Home" on top of the page to return to the Course Catalog.
- 10. Select the tab in your browser that is open with the LMS Homepage to return to the LMS.

Note that name and email address changes made to an LMS account do not transfer over into an OH|ID account (or vice-versa).



### **QUESTIONS?**

If you have questions regarding the course content or legislation related to the dyslexia support laws, please contact:

<u>Dyslexia@education.ohio.gov</u>

If you have questions about the learning management system (LMS), please contact <a href="mailto:lmssupport@education.ohio.gov">lmssupport@education.ohio.gov</a>

