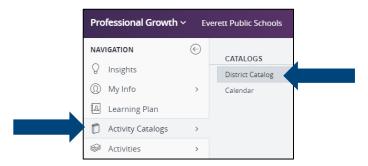


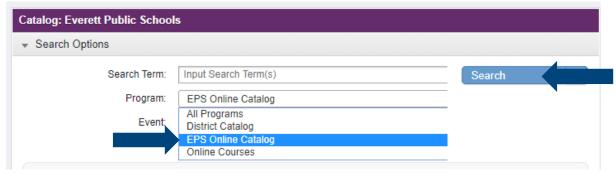
Search & Manage Online Activities

EPS Online Catalog search

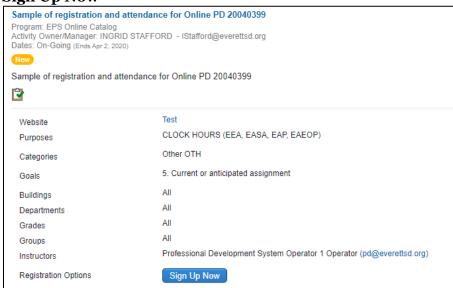
Use the left navigation menu to select Activity Catalog > District Catalog



Search activity by selecting **Program > EPS Online Catalog**



Sign Up Now







Search & Manage Online Activities

Professional Learning Evaluation Form: Once Online training is completed return to the **Learning Plan** to manage the actions.

Classified staff must complete course evaluation to receive credit for elective online learning. OSPI requires completed course evaluations for all.



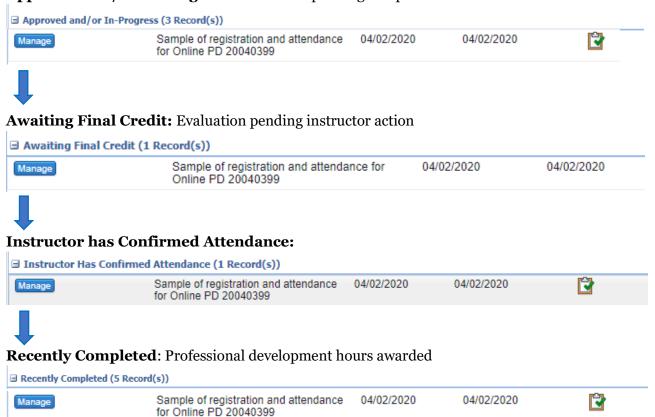
- > Select Learning Plan
- ➤ In the menu of **Recently Completed**
- > Select Manage for the activity with evaluation clipboard



- > Action: Professional Learning Evaluation Form
- > Action: Mark Complete

LEARNING PLAN SUMMARY

Approved and/or In-Progress: Evaluation pending completion

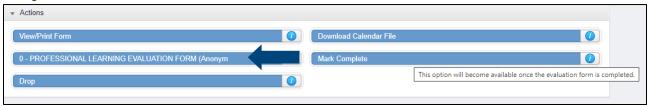




Search & Manage Online Activities

Registrants Actions

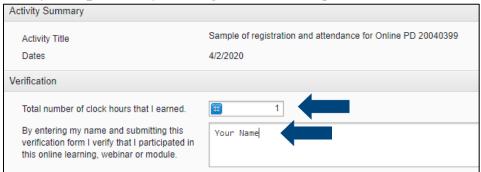
Complete **Evaluation**



Mark Complete



Verify Completion by entering total hours completed and name





Search & Manage Online Activities

Access within the district network: Frontline for Employees

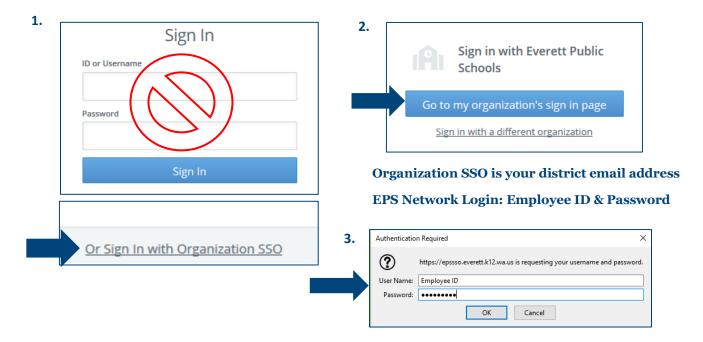
Single Sign On Active employees and substitutes working in EPS will use single sign on technology with a district email address. No Frontline ID or password is used.

The link to Frontline is available through the Managed bookmarks in Google Chrome. https://login.frontlineeducation.com/sso/everettsd

Access from home: Frontline for Employees

Locate the link for **Frontline** on the district website > **Departments & Programs>Human Resources> Professional Development**: Click on Frontline Education: Professional Growth

Frontline credentials are not required for login. Select "**Sign in with Organization SSO**" (Organization SSO identifier is your district email address).



Having trouble with login? Be sure you are not using Internet Explorer; we recommend you use Chrome as your internet browser. It's always a good idea to delete browsing history and clear your browsing cache on a regular basis. <u>Refresh your cache</u> information.

More Frontline help available in **Docushare**.

Questions please contact <u>Ingrid Stafford</u> x4114 or <u>Michelle Olson</u> x4127