

## September 2011 Employee Access Instructions

To access your online training through e-Train Advantage, each staff member should:

- **REGISTRATION** - Register for the appropriate training courses through Region 7 by using <Ctrl> click on the desired session(s) below:
  - After navigating to the session link, be sure to register for each session you will complete by clicking the register for this Session link on the screen that appears.
- **NEW:** Video Tutorial to help you register online through Region 7
  - Get registered in MIS - our workshop system
  - <http://edtech.esc7.net/etrain/mis/mis.htm>

<b>Short Title</b>	Bloodborne Pathogens
<b>Long Title</b>	Legal - Bloodborne Pathogens -- e-Train
<b>Description</b>	This e-Train Advantage online course includes basic information concerning Bloodborne Pathogen precautions, a district's exposure control plan, and the appropriate response to an exposure (school nurse) is available to respond to questions.
<b>EDAS Objectives</b>	
<b>ESS Codes</b>	
<b>Credit Type</b>	CPE
<b>Audience</b>	Administrators, Bus Drivers/Transportation, Food Service Personnel, Paraprofessionals, Teachers
<b>Applicable Grades</b>	Content is not grade-level specific
<b>Session</b>	026197
<b>Start</b>	08/01/2011 09:00am
<b>End</b>	08/31/2011 10:00pm
<b>Workshop Fees</b>	For Coop Members Only Fee Waived for members of e-Train - Blood Borne Pathogens Fee Waived for members of e-Train Coop
<b>Venue</b>	Distance Learning Only
<b>Presenter</b>	Coby Wilbanks, Karczewski   Bradshaw L.L.P.
<b>Message</b>	Your district must belong to the E-Train Co-op to participate. Training site: etrain.esc7.net email: yjones@esc7.net / CV Yvonne Jones 903-988-6842 / Ms. Yvonne Jones 903-988-6819

Should you register for only one course in the workshop registration system, but complete additional courses in Moodle only, Region 7 records will not reflect completion of the additional courses.

**Register for this Session via Distance Learning**

<b>For Workshop Information Contact:</b> Mr. Ronnie Hemann Region 7 ESC hemann@esc7.net (903)988-6834 (903)988-6838 (fax)	<b>For Registration Information Contact:</b> Ms. Yvonne Jones Region 7 ESC yjones@esc7.net (903)988-6842 (903)988-6838 (fax)
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Session IDs are as follows (Hold <Ctrl> button and click link to register):

- Sexual Harassment: Supervisors – 026209  
<https://misweb.esc7.net/mis/sess1.asp?type=DATE&sessNum=026209>
- Sexual Harassment: Certified Staff 026220  
<https://misweb.esc7.net/mis/sess1.asp?type=DATE&sessNum=026220>
- Sexual Harassment: Non-certified Staff – 026231  
<https://misweb.esc7.net/mis/sess1.asp?type=DATE&sessNum=026231>
- Ethics in Education - 026242  
<https://misweb.esc7.net/mis/sess1.asp?type=DATE&sessNum=026242>
- Special Education for the General Educator 026253  
<https://misweb.esc7.net/mis/sess1.asp?type=DATE&sessNum=026253>
- Blood Borne Pathogens – 026198  
<https://misweb.esc7.net/mis/sess1.asp?type=DATE&sessNum=026198>

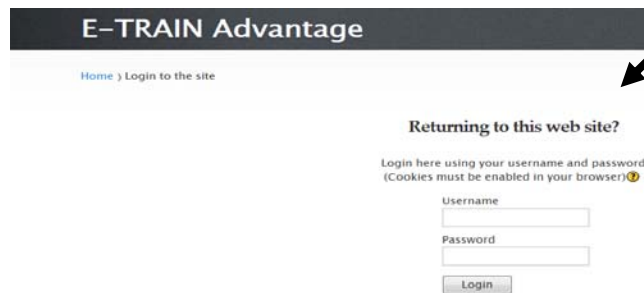
- Be sure to check you information for accuracy at this time - upon registration, an email containing the link to the Region 7 Online Training website is generated and sent to each registrant.

# eTRAIN Advantage

- **Access the online training in Moodle.**  
Click the link to the Region 7 Online Training website sent following registration.  
Login to the Region 7 Online Training Site
- **NEW** - Video Tutorial to help with logging into the training site  
<http://edtech.esc7.net/etrain/log/log1.htm>

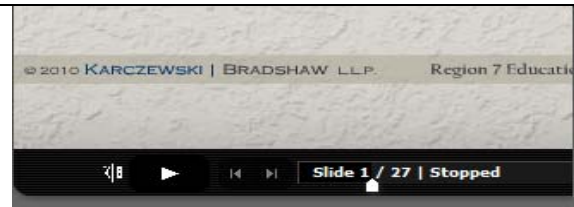


- Select the course you are going to take. (NOTE – This is a different login than you used for registration for the Region 7 workshop registration – example below)



- Your user name for this site is your school email address (i.e. Mary Smith – msmith@martinsmillisd.net).
- Your first password in Moodle is "changeme". You do not need to type the quotations. Upon logging in, you will be required to change this password in order to proceed. **Note** – once you have changed the password in Moodle any additional courses that you take will use this password. You will change the password only the first time you log in.

Proceed through the slides. Your training will appear and begin. Click the play/pause button in the lower left corner to advance the training and complete course questions as they appear.



- If you do not complete the course in one sitting, please be sure to log out. Upon logging back in, the course will start at the place where training was stopped in previous session.
- **ADDITIONAL ISSUES OR QUESTIONS?!**
  - For district specific questions, contact your local course administrator.
  - For login and related technical issues contact Y'Vonne Jones at 903-988-6842.