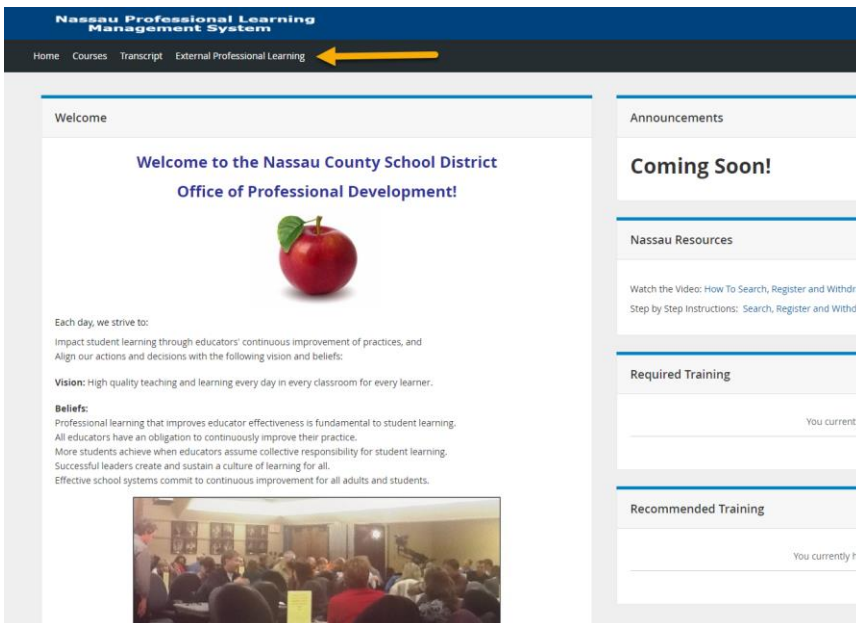


Submitting Requests for External Professional Learning Credit in Professional Learning Management System

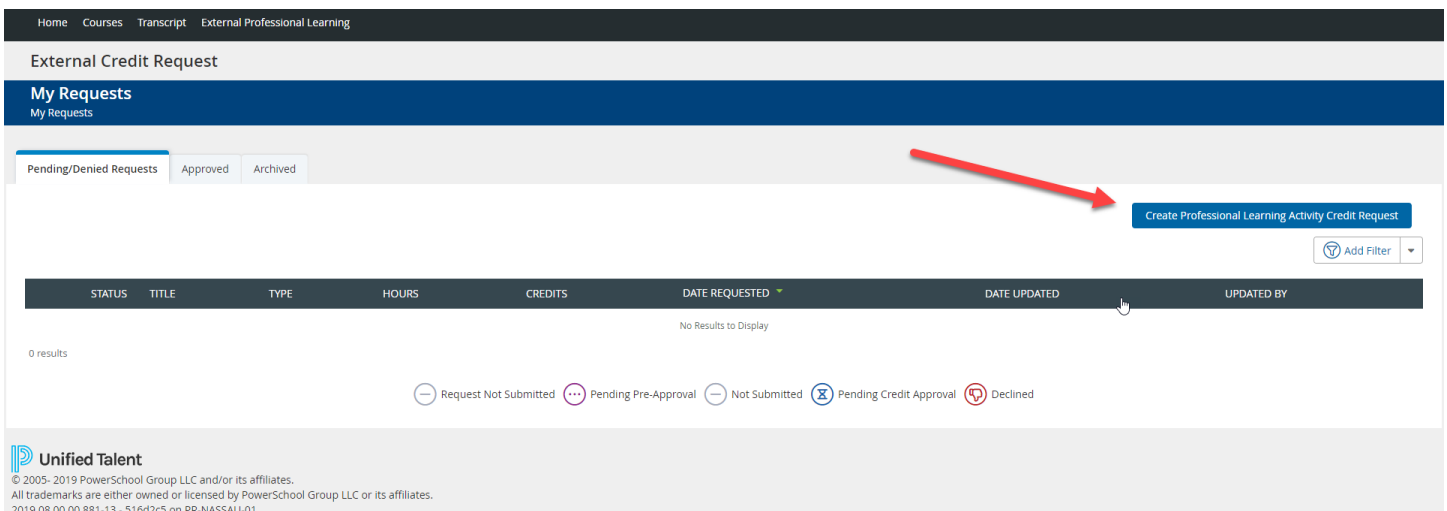
When you participate in out-of-district Professional Learning, you may request in-service credit through the new Professional Learning Management System. Before beginning, gather and scan documentation of the learning; date and time, schedule and/or agenda, flyer and/or description of content and information/data on implementation of your learning. You will be attaching this documentation to your request.

Login through ClassLink or use: <https://nassau.truenorthlogic.com>

Then choose the **External Professional Learning** tab.



Click on “Create Professional Learning Activity Credit Request”



You will then fill in the blanks with your information.

Professional Learning Activity Credit Request

My Requests > Professional Learning Activity Credit Request

Professional Learning Activity Credit Request

* documentation (such as workshop/course description, agenda, certificate, etc.) must be attached to support your request

Pre-Credit Request Approval

Credit request for:

Course/Event Title *

Enter Course Title Here

Location/Site

Start Date *

09/18/2019

End Date *

09/18/2019

Number of Hours *

Component (choose from menu) *

You will need to choose a Master In-service Plan Component from the drop-down menu. The approver will make the final decision on the component, so it is okay to make your best choice based on the information you have.

Component (choose from menu) *

-

- 1-000-001-06: Fine Arts
- 1-003-001-19: Computer Science Content and Strategies
- 1-004-001-19: World Languages Content and Strategies
- 1-007-001-02: Other Content Areas**
- 1-008-001-02: English Language Arts Content and Strategies
- 1-009-001-02: Mathematics Content and Strategies
- 1-011-001-05: Coaching a Specific Sport
- 1-011-002-02: Coaching Theory
- 1-011-003-05: Care and Prevention of Athletic Injuries
- 1-011-004-06: Physical Education Content and Strategies
- 1-013-001-02: Reading/Literacy Content and Strategies
- 1-013-003-04: Reading 2: Evidence/Research-Based Practices
- 1-013-004-04: Reading 3: Assessment
- 1-013-008-04: BANKED Competency 1: Foundations in Language and Cognition
- 1-013-009-04: BANKED Reading 2: Evidence/Research-Based Practices
- 1-013-010-04: BANKED Reading 3: Assessment
- 1-013-011-04: BANKED Competency 4: Foundations of Differentiated Instruction
- 1-013-012-04: BANKED Competency 5: Applying Differentiated Instruction
- 1-013-013-04: BANKED Competency 6: Reading Practicum

Instructor *

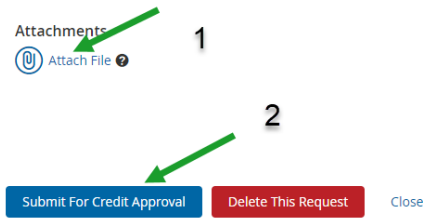
Course URL *

Attachments

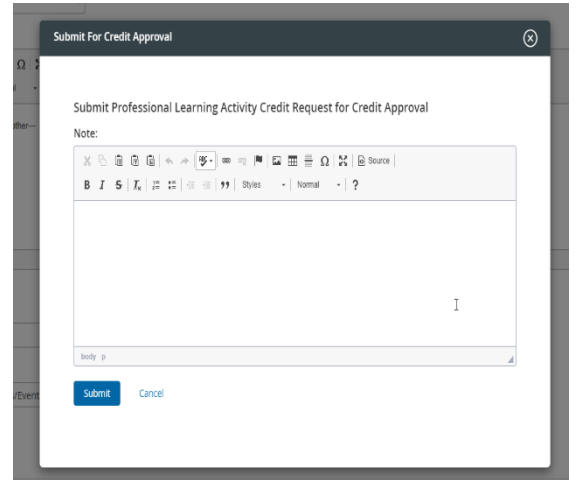
 Attach File

The Course URL is a required field. If information on your course is online, please provide this. If not, please type "none" or "n/a".

Click on “Attach File” to choose your supporting document(s). Then click “Submit for Credit Approval.”



You will have the option to add a note with your subscription. This is not required. Click “Submit”



Your request will be reviewed. You can view pending requests by using the “External Professional Learning” tab.

My Requests
My Requests

Pending/Denied Requests | Approved | Archived

Create Professional Learning Activity Credit Request

Add F

STATUS	TITLE	TYPE	HOURS	CREDITS	DATE REQUESTED	DATE UPDATED	UPDATED BY
	Test Course/Event/Title	Professional Learning Activity Credit Request	5.0	—	09/18/2019	09/18/2019	Principal1, Test
	Enter Course Title Here	Professional Learning Activity Credit Request	N/A	—	09/10/2019	—	—

2 results

Request Not Submitted Pending Pre-Approval Not Submitted Pending Credit Approval Declined

If your request is denied, there will be a note explaining why.

Professional Learning Activity Credit Request
My Requests > Professional Learning Activity Credit Request

Professional Learning Activity Credit Request

* documentation (such as workshop/course description, agenda, certificate, etc.) must be attached to support your request

Pre-Credit Request Approval

Denied by **Principal1, Test Administrative** on **09/18/2019**

Credit request for:
Teacher1, Test

Course/Event Title *

Location/Site

History

Denied on 09/18/2019 by **Principal1, Test**
Please provide additional information regarding time and place.


Submitted for Credit Approval on 09/18/2019 by **Teacher1, Test**
This is only a test



You may then choose to make the needed revisions to the request and re-submit or you may delete your request.

Course URL *

<https://www.fasdonline.org/resources/EventDocsAndPhotos/EventDocs/FallConf>

Attachments

 Attach File ?

  2019 Fall Conf Agenda DRAFT.pdf
9/18/2019 8:35 AM by Teacher1, Test

[Re-Submit For Credit Approval](#) [Delete This Request](#) [Close](#)

Once your request is approved, it can be viewed in the same area as well as on your transcript.

My Requests
My Requests

Pending/Denied Requests **Approved** Archived

TITLE	TYPE
Test Course/Event/Title	Professional Learning Activity C
ISRD New ESE Staffing Specialists Training	Professional Learning Activity C
TEST TK 8.28	Professional Learning Activity C

Office of Professional and Staff Development
904-491-9888 or x1248
profdevelopment@nassau.k12.fl.us