EducationalImpact

Getting Started Guide

This is your personalized **Getting Started Guide** to the EI Online Academy of staff development programs

STEP 1: Type the following into your browser's address bar: **www.educationalimpact.com**

STEP 2: Log In
Once at Educational Impact's homepage, click the *"Log In"* button located in the upper right-hand corner of the screen.

STEP 3: Tour Our NEW Learning Platform
We recommend you click on the following link:

http://www.educationalimpact.info/eiprvws/NLPtutorial

This tutorial provides you with a brief tour of our new learning platform. This tour will help you navigate the key features of the platform. This tutorial can also be accessed via the log in page

STEP 4: Enter your User ID and Password
Please ask your administrator to provide you with your own personal ID number and password.

USER ID: (case sensitive)
PASSWORD: (case sensitive)
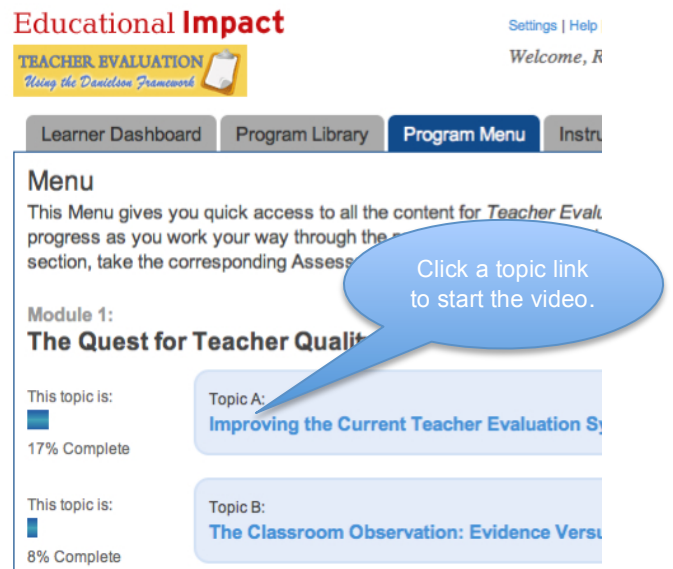
STEP 5: Registration Process
When logging in for the first time you will be asked for some basic contact information. This is to assist our call representatives if you require technical support.

STEP 6: Select a Program
From the Learner Dashboard (main page), click on the "Program Library" tab to access any of the programs in the EI Online Academy. Click any of the program icons to access the menu for each program.
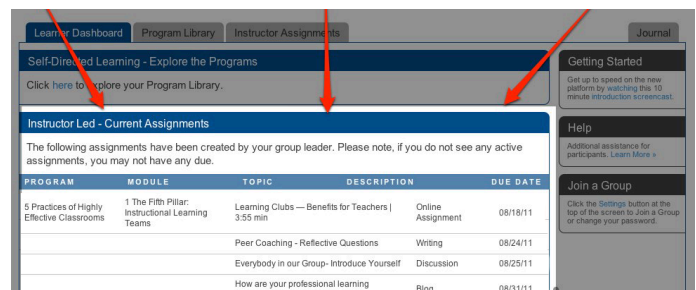
STEP 7: View the Program Menu
At the program menu, click on a topic within the module you wish to view, and the video should begin to play automatically, once enough of the video has been streamed to your computer.

STEP 8: (Optional): Accessing Instructor Led Courses
Your school system, college or organization has the option of creating customized instructor led courses that utilize video segments from the EI Online Academy, combined with other files, web links, discussion boards and blogs selected by your instructor. To take advantage of this capability your school system must first create the course and assign you an instructor. The instructor must provide you with a special code to join the group taking the course. Once you join a group/course your assignments will appear on your Learner dashboard

Need Help? Please call **Educational Impact**'s technical support line at **888-207-9856**.

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