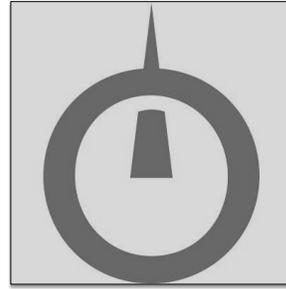


Professional Learning Management System True North Logic

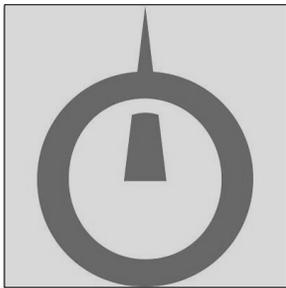
Presented By:

True North Logic Overview



True North Logic is the LCS professional learning management system. It is currently used to manage professional development transcripts, and courses. It also provides information regarding teacher certifications.

True North Logic Overview



Beginning with the 2015-2016 school year, True North Logic will also manage employee evaluations, observations, student learning objectives, and deliberate practice plans.

True North Logic Overview



Teachers will only use iObservation one time next year to acknowledge receipt of their final evaluation. This will take place in the fall after student growth scores are imported into the system.

True North Logic Overview



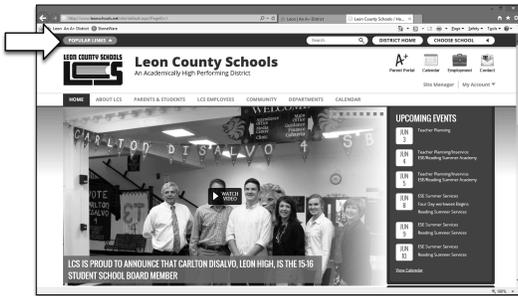
Following acknowledgement of final evaluations, iObservation will be retired from LCS.

True North Logic Overview



School sites will offer professional development opportunities on the evaluation system at the beginning of the 2015-2016 school year.

Accessing True North Logic



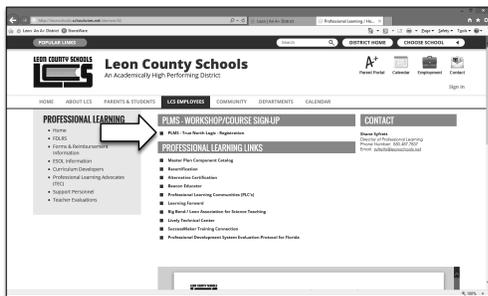
Visit the LCS website to access True North Logic. Click the popular links button at the top of any page.

Accessing True North Logic



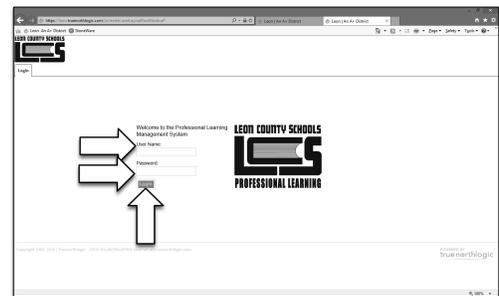
Click on Professional Learning to access the Professional Learning webpage.

Accessing True North Logic



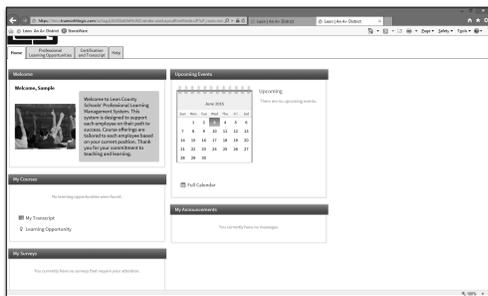
Click PLMS – True North Logic to access the True North Logic sign-in page.

Accessing True North Logic



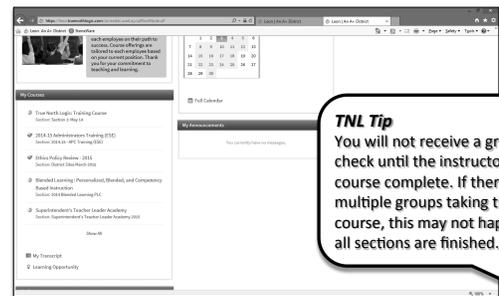
Enter your User Name and Password in the fields. Your username must begin with schools\. Your password is the same as your computer sign in password. Click Login when you have entered your credentials.

True North Logic Dashboard



The True North Logic dashboard provides you an overview of your professional development activities.

True North Logic Dashboard



TNL Tip
You will not receive a green check until the instructor marks a course complete. If there are multiple groups taking the same course, this may not happen until all sections are finished.

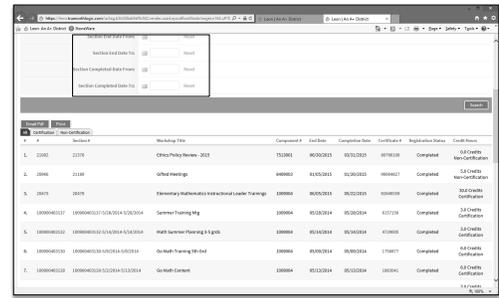
The My Courses section lists all of your active courses. A green check before a course name indicates that the course was recently completed. The blue triangles indicate that you are registered for the course, but it is not complete.

True North Logic Dashboard



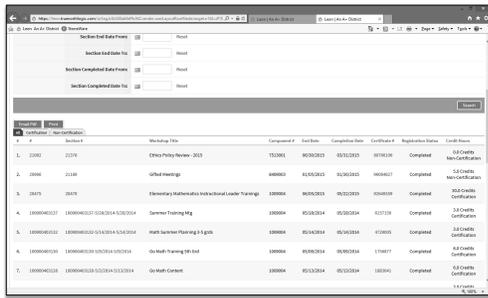
Click the My Transcripts link to see your course transcript. This listing will show all of the courses that you have completed.

True North Logic Transcripts



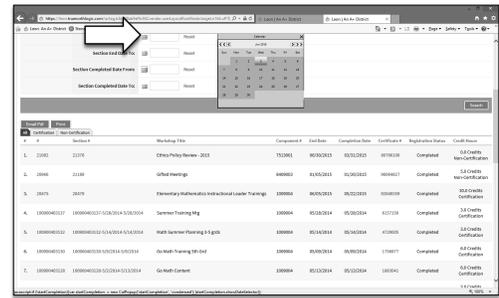
Scroll down until you see the date filters. You can search for a course on your transcript by entering a date.

True North Logic Transcripts



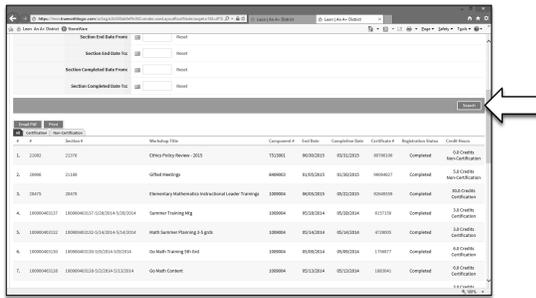
The Section End Date allows you to search for a course based on when the classes were held. The Section Completed Date allows you to search for a course based on when you finished it.

True North Logic Transcripts



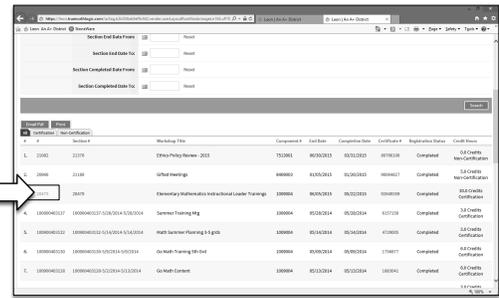
Click the calendar icon to select a date on the calendar.

True North Logic Transcripts



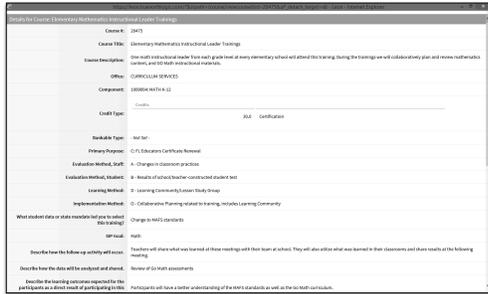
Click the Search button to filter the transcript.

True North Logic Transcripts



Each line in your transcripts represents a course that you completed. The second column contains the course number. Click that number to show the course description and other details.

True North Logic Transcripts



The course details will open in a popup window. Close the window to return to the transcript list.

True North Logic Transcripts



Section	Working Title	Component	End Date	Completion Date	Certificate #	Registration Status	Credit Hours
1. 2000 2274	Elementary Math Review - 2015	703001	06/30/2015	05/13/2015	0019100	Completed	0.0 Credits, Non-Certificate
2. 2000 2189	Other Meetings	040003	04/03/2015	05/20/2015	0014421	Completed	5.0 Credits, Non-Certificate
3. 2001 2075	Elementary Mathematics Instructional Leader Trainings	200000	06/05/2015	05/20/2015	0000000	Completed	30.0 Credits, Certificate
4. 1000040027	1000040027-02/02/2014-02/02/2014 Summer Training Mtg	300004	05/05/2014	05/20/2014	0107234	Completed	3.0 Credits, Certificate
5. 1000040023	1000040023-01/04/2014-01/04/2014 Math Summer Planning 2.5 gth	300004	05/14/2014	05/14/2014	473000	Completed	3.0 Credits, Certificate
6. 1000040038	1000040038-08/08/2014-08/08/2014 8th-10th Training 8th-10th	100004	08/08/2014	08/08/2014	170677	Completed	6.0 Credits, Certificate
7. 1000040033	1000040033-02/02/2014-02/02/2014 6th-8th Content	300004	05/13/2014	05/20/2014	000000	Completed	6.0 Credits, Certificate

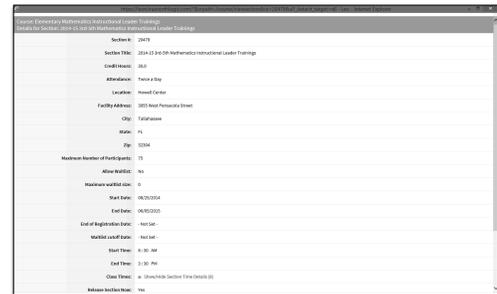
The third column contains the section number.

True North Logic Transcripts



Click the section number to see details regarding the location and meeting times for a course.

True North Logic Transcripts



The section details open in a new window. Close the window to return to the transcript list.

True North Logic Transcripts



TNL Tip
 The certificate is for your records and display purposes. The Professional Learning office does not need these certificates during recertification.

You receive a certificate of completion for every course that you finish. The 8th column displays the certificate number. Click the certificate number to display and print your certificate of completion.

True North Logic Transcripts



Certificates open in the same window as your transcript. You can print the certificate by clicking the print button in your browser. Click the browser back button to return to your transcript.

True North Logic Transcripts



ID	Item Name	Start Date	End Date	Status	Credits	Points
14	Midwest Mentoring	10/15/2012	10/15/2012	Completed	0.4	0.4
15	Midwest American History	10/15/2012	10/15/2012	Completed	1.0	1.0
16	Midwest Training for Teachers	10/15/2012	10/15/2012	Completed	0.4	0.4
17	Tell-How-a-Champion-Be-Study	10/15/2012	10/15/2012	Completed	1.0	1.0
18	SDC-Midwest Mentoring	10/15/2012	10/15/2012	Completed	0.4	0.4

Your transcript may contain more than 20 items. If your transcript contains more than 20 items, you will have links at the bottom of the transcript that will allow you to navigate to additional pages.

True North Logic Transcripts



ID	Item Name	Start Date	End Date	Status	Credits	Points
14	Midwest Mentoring	10/15/2012	10/15/2012	Completed	0.4	0.4
15	Midwest American History	10/15/2012	10/15/2012	Completed	1.0	1.0
16	Midwest Training for Teachers	10/15/2012	10/15/2012	Completed	0.4	0.4
17	Tell-How-a-Champion-Be-Study	10/15/2012	10/15/2012	Completed	1.0	1.0
18	SDC-Midwest Mentoring	10/15/2012	10/15/2012	Completed	0.4	0.4

TNL Tip
The Certificate and Transcript page will show you how many points you have earned towards your current validity period.

You will also have a lifetime total of in-service points showing at the bottom of your transcript.

True North Logic Certification & Transcripts



Navigation: Home | My Certification | My Transcript | My Certification Status | My Certification Status

Section End Date From: [] To: [] Reset

Section End Date To: [] To: [] Reset

Section Completed Date From: [] To: [] Reset

Section Completed Date To: [] To: [] Reset

Scroll to the top of the page and click on Certification and Transcripts to see information regarding your current teaching certification.

True North Logic Certification & Transcripts



Type	Units	Non-Summary	Summary	Total	Last Reset
Certification	200.0	0.0	200.0	200.0	8/10/2012
Mid-Certification	0.0	0.0	0.0	0.0	

TNL Tip
If you renewed your certificate early during the 2013-2014 school year, your points shown will not be correct until you enter the current validity period on July 1, 2015.

The Credit Earned During Validity Period section shows how many points you currently have earned for renewal.

True North Logic Certification & Transcripts



My Certification Status

1. **PROFESSIONAL**

Certification Type: PROFESSIONAL | Expiration Date: April 30, 2017

@@ Certification is up-to-date. @@ Certification has expired. @@ Certification will expire in 1 month or less.

The My Certification Status section displays information about your certificate. Click the +, or the View button by your certificate to see all of your subject areas and endorsements.

True North Logic Certification & Transcripts



My Certification Status

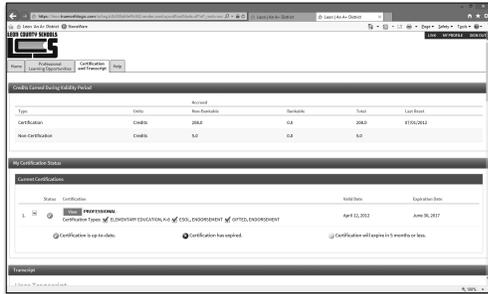
1. **PROFESSIONAL**

Certification Type: PROFESSIONAL | Expiration Date: April 30, 2017

@@ Certification is up-to-date. @@ Certification has expired. @@ Certification will expire in 1 month or less.

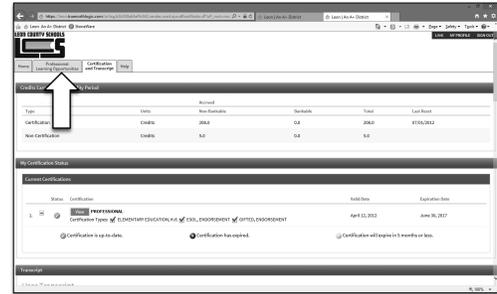
You will receive an email from True North Logic approximately 5 months before your certificate expires reminding you to renew.

True North Logic Certification & Transcripts



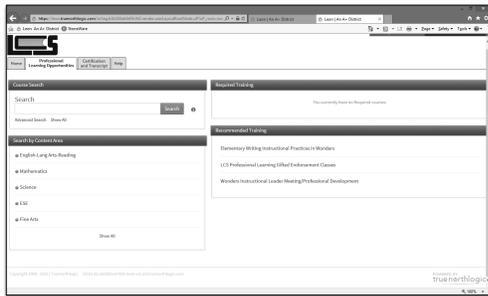
The third section is the transcript section. It is the same section that you used earlier. It has been placed in a second location for convenience.

Registering for a Course



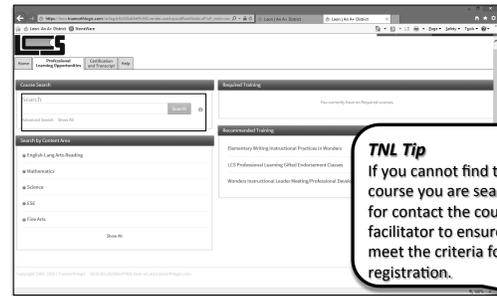
Click the Professional Learning Opportunities tab to register for an available course.

Registering for a Course



The professional learning opportunities dashboard helps you to locate a course.

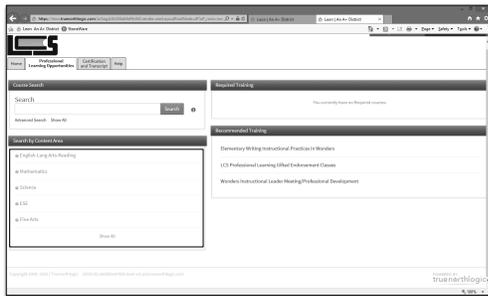
Registering for a Course



TNL Tip
If you cannot find the course you are searching for contact the course facilitator to ensure you meet the criteria for registration.

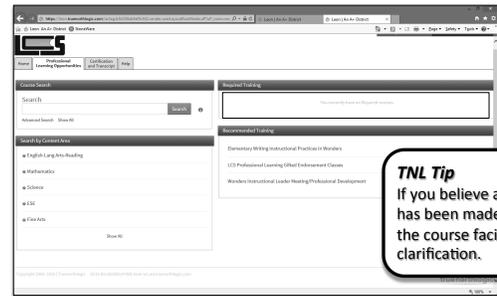
The Course Search box allows you to enter a title, subject, description, etc. It will search the catalog of all available courses.

Registering for a Course



The Search by Content Area allows you to search based on content.

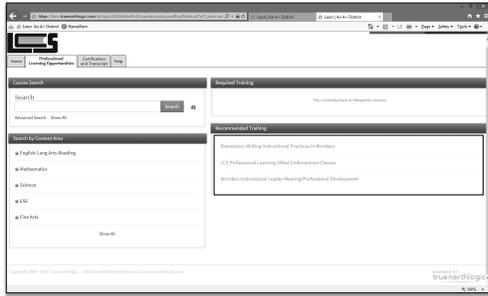
Registering for a Course



TNL Tip
If you believe an error has been made, contact the course facilitator for clarification.

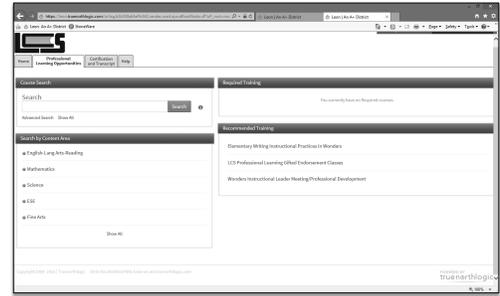
The Required Training section displays courses that you are required to attend.

Registering for a Course



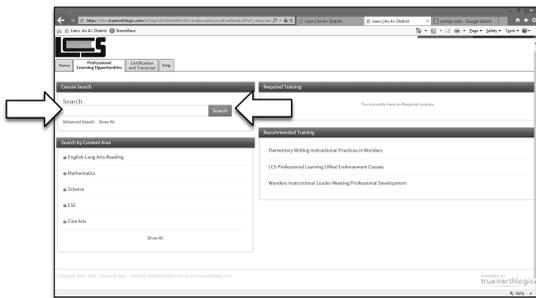
The Recommended Training section displays courses that you have been invited to attend.

Registering for a Course



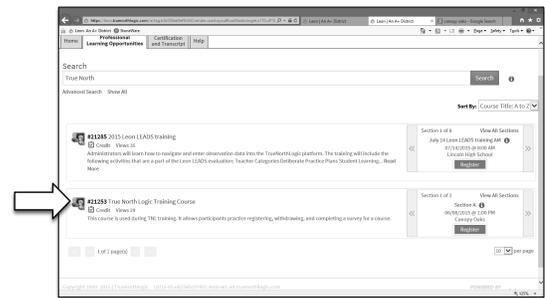
You must complete the enrollment process to attend a course listed under Required Training, or Recommended Training.

Registering for a Course



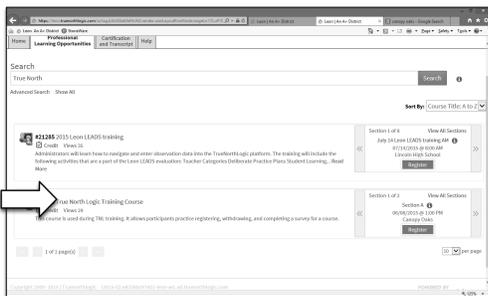
Type True North in the search field to locate the True North Logic Training Course. Click Search to see a list of all courses that match.

Registering for a Course



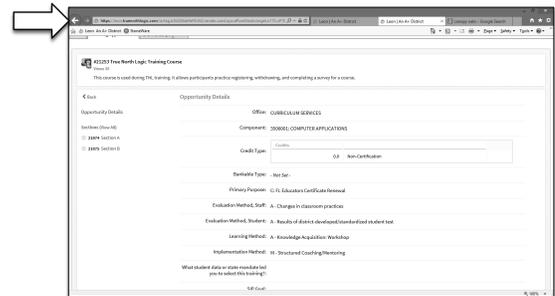
Our search returned multiple courses. The course we want is #11253, True North Logic Training Course.

Registering for a Course



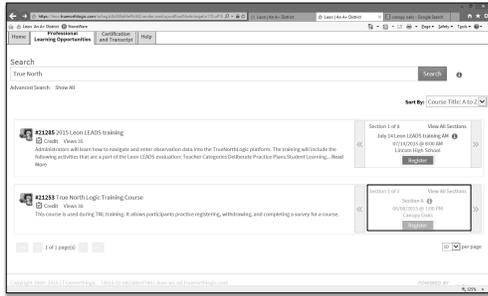
Clicking on the Course Title shows a detailed description of the course.

Registering for a Course



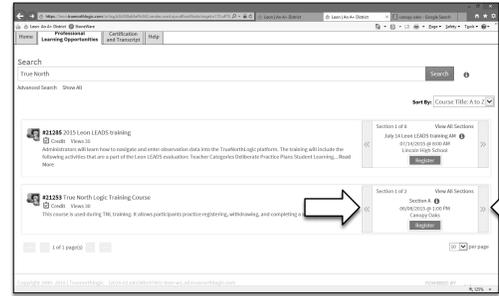
The course description opens in the same window as the search results. To go back to the previous page click the back arrow in your browser.

Registering for a Course



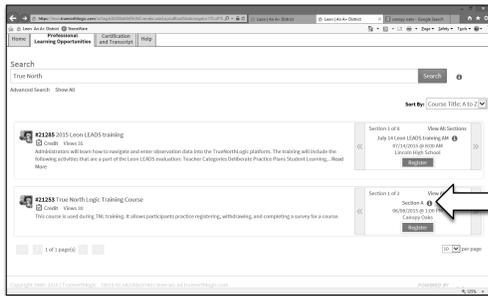
The registration window is located to the right of the course listing.

Registering for a Course



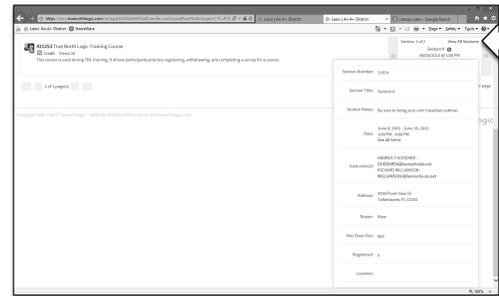
Click the left and right arrows to see other times and locations that the course is offered.

Registering for a Course



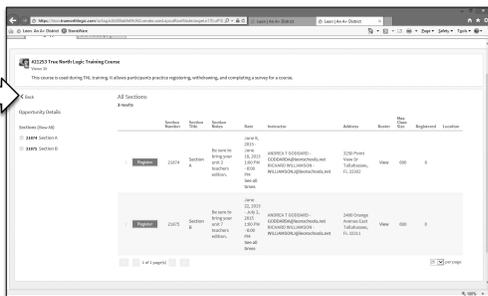
Clicking the i shows additional information about a section before you register.

Registering for a Course



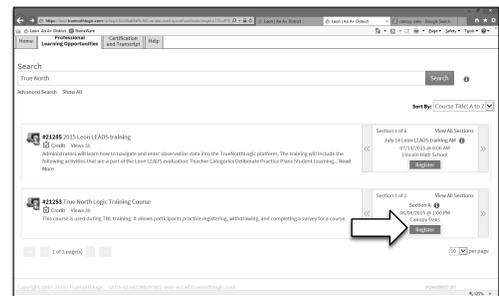
Clicking View All Sections lists all the sections, dates, times, and locations on one screen.

Registering for a Course



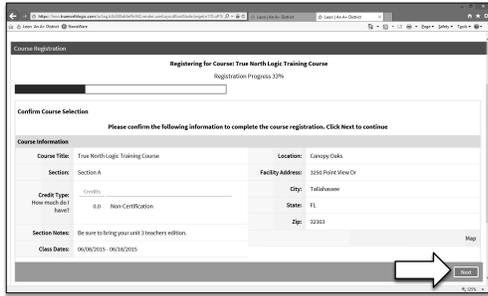
Click the Back button to return to the course listing.

Registering for a Course



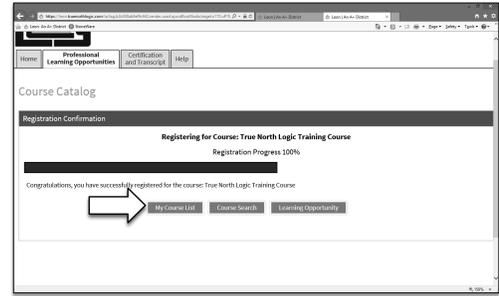
Register for Section A by clicking the blue register button.

Registering for a Course



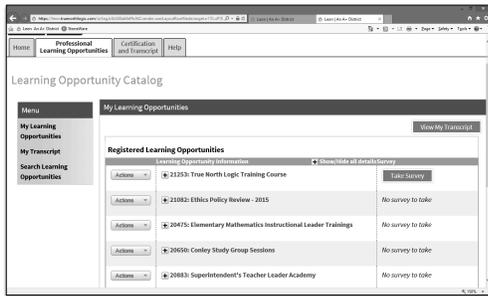
You will see a registration confirmation screen. Click next to confirm this is the course you want to attend.

Registering for a Course



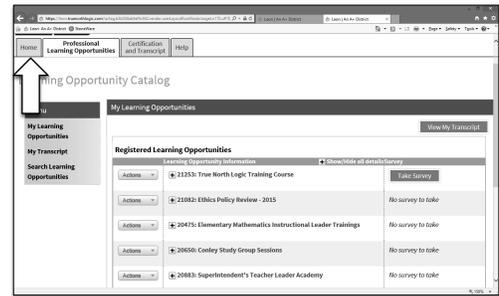
Click the My Course List button, to see a list of your registered courses.

Registering for a Course



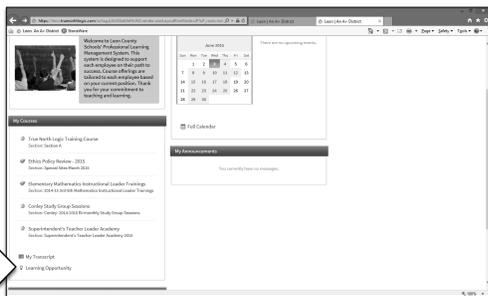
My Course List shows all of your courses, and any survey associated with a course.

Registering for a Course



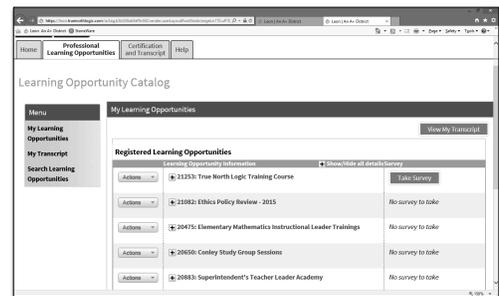
To access this page at a later date and time, click the Home button.

Registering for a Course



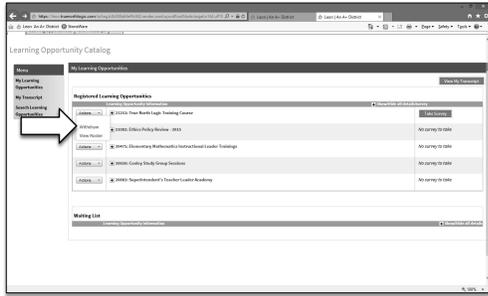
Under the My Courses section, click Learning Opportunity.

Withdraw from a Course



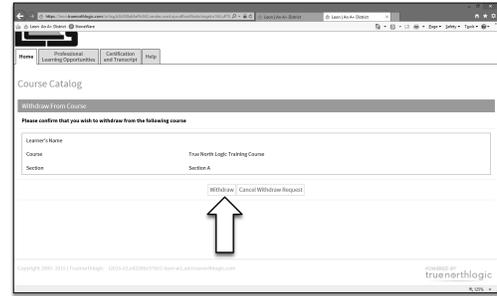
You cannot register for another section in a course, if you are already registered for a section. If we want to change our registration from Section A to Section B, we must first withdraw from Section A.

Withdraw from a Course



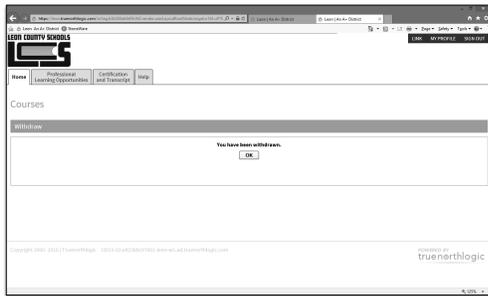
Click the Actions button next to True North Logic Training Course. Click on Withdraw.

Withdraw from a Course



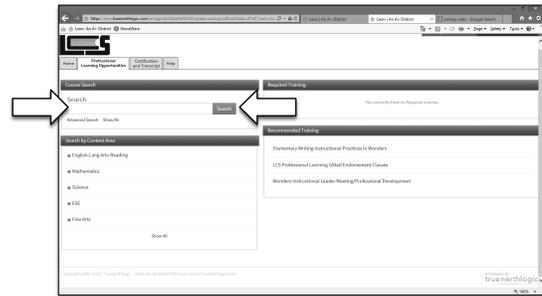
Confirm that you want to withdraw from the course by clicking Withdraw.

Withdraw from a Course



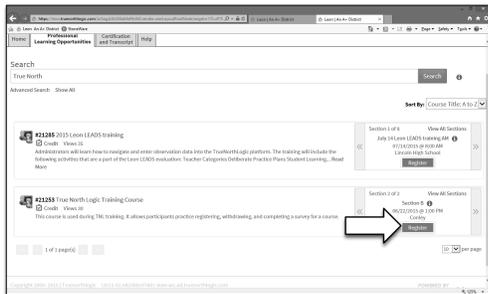
You will receive a confirmation that you have been withdrawn from the course.

Register for a Course



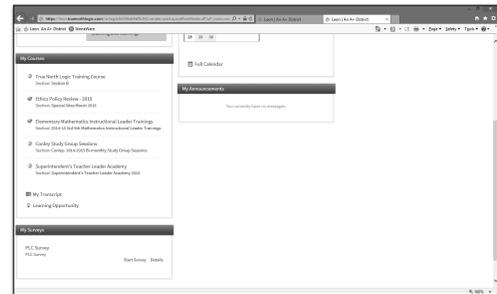
Click Professional Learning Opportunities. Type True North in the search field to locate the True North Logic Training Course. Click Search to see a list of all courses that match.

Register for a Course



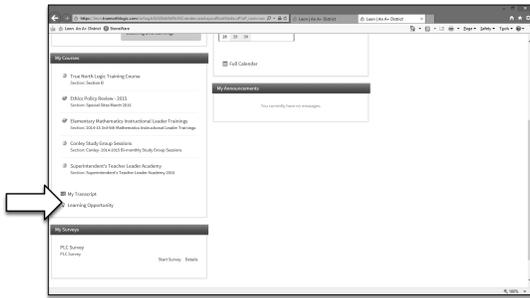
Register for Section B by clicking the blue register button. Confirm your registration, and then click the Home tab to return to the home screen.

Completing a Survey



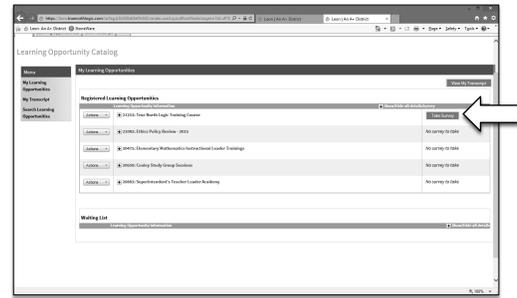
Some courses require a survey to be completed before in-service points can be awarded. If you have any surveys to complete, you will find them in the My Survey section under the home tab. You will also find them listed under the Learning Opportunity link.

Completing a Survey



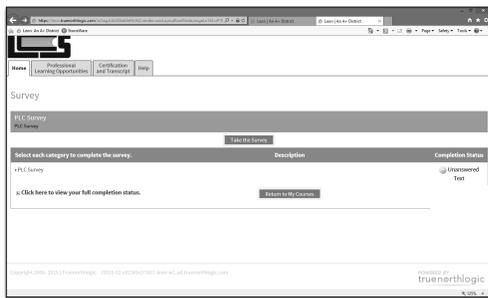
Click the Learning Opportunity link to view your courses.

Completing a Survey



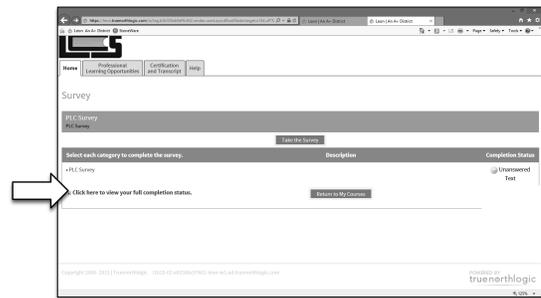
Next to the True North Logic Training Course there is a blue Take Survey button. Click the button to start the survey.

Completing a Survey



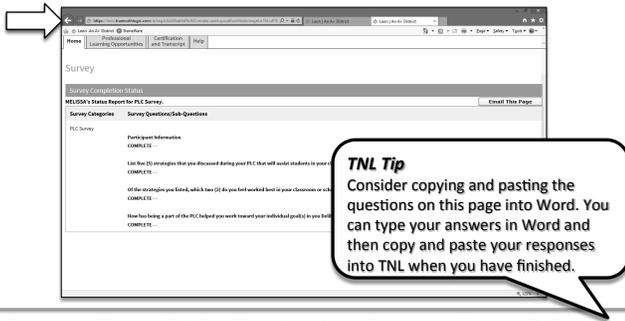
IMPORTANT: You can only take a survey one time for a course. You must complete the survey in one sitting. There is no save and return option for a survey.

Completing a Survey



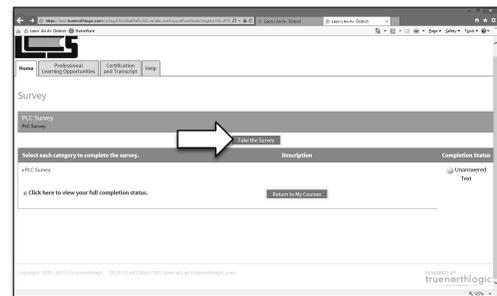
To view the survey questions before you begin, click on Click here to view your full completion status.

Completing a Survey



When you have finished reviewing the questions, click the back button in your browser to return to the previous screen.

Completing a Survey



Click on Take the Survey to start the survey.

Completing a Survey



Answer the questions on the survey. For training purposes you can enter fake information, and even leave some boxes blank. Click the record results button at the bottom of the survey to finish.

Completing a Survey



Your Learning Opportunity catalog now shows that the survey is complete.



If you have issues with True North Logic, or if any of the information in the system is incorrect, please contact:

Daisy Armistead
487-7356
armistead@leonschools.net