My Idaho Courses Counselor Training

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Overview

Goals and Purpose
Registration Process
Parent/Guardian to Student Association Tool
Roles
Grades
The Goal/Purpose

● To create a tool to connect any Idaho student to all available digital courses across the state regardless of geography.
● Provide a convenient, secure, and effective tool for the parent/guardian to view and register for digital courses available in Idaho.
● Counselor was the center of this design.
Registration Process

● Parent
  ○ Opens an account on My Idaho Courses
  ○ Comes to school to receive association “code”
  ○ Enters code on site to finalizes account
  ○ Selects course and sends registration request to counselor
  ○ Counselor reviews and decides on request
  ○ Counselor approves or rejects request
  ○ Notification is sent to parent and provider
  ○ Course is conducted and final grades uploaded in system
  ○ Counselor is notified of grade via email

● Counselor deciding factors of request:
  ○ Cost, Prerequisites, Graduation requirements, Room to Calendar sync
Association Tool

- The Association Tool is to make the connection between student and legal parent/guardian
- The school is “in charge” of making this determination with the local knowledge and documentation
- Demo
- [https://apps.sde.idaho.gov/PGAssociation/](https://apps.sde.idaho.gov/PGAssociation/)
Roles

- **Counselor Role Name:**
  - “IDLP School Counselor”
- **Association Tool Role Name:**
  - “Parent/Guardian Association Manager”
- Typically the Technology Director in district can assign these roles.
Grades

- Grades will be uploaded by the provider
- Notifications are sent to counselor
- Grades can be transferred, copied, or download to your Student Information System
Counselor Training Overview Video

DECIDING FACTORS MAY BE:

- COURSE PREREQUISITES
- GRADUATION REQUIREMENT CONFLICTS
- COSTS TO THE DISTRICT
- IEN COURSE ISSUES
- BELL SCHEDULES
- CALENDARS THAT NEED TO MATCH UP
Important Information

My Idaho Courses: www.myidahocourses.org
Admin Login: https://apps.sde.idaho.gov/IDLPAdmin
Association Tool: https://apps.sde.idaho.gov/PGAssociation/
ISSE: http://www.sde.idaho.gov/site/isee/
Counselor video: https://www.myidahocourses.org/Home/ProviderSchool
Slides will be posted: http://www.sde.idaho.gov/site/digitalLearning/overview.htm

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