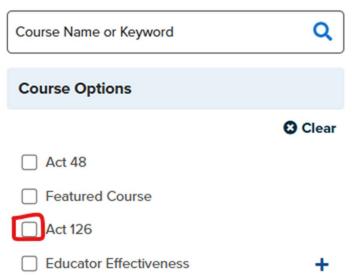
- 1. log into <u>pdc.pdesas.org</u>
- 2. Scroll down until you see the box for Featured Courses
  - a. Click View Catalog



3. on the left side of the screen check "Act 126"

## Search catalog



- 4. Once you check that 3 different Tracks will be available for registration. PLEASE TAKE CARE TO REGISTER FOR THE CORRECT TRACK "STAFF TRACK".
  - a. If you register for and complete the wrong track, YOU WILL HAVE TO DO IT AGAIN.

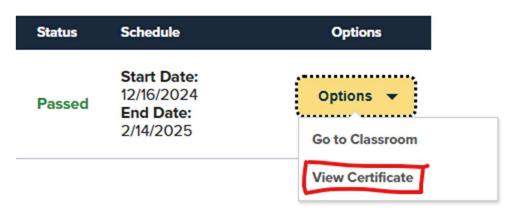
## **Self-Paced Course Offerings**



5. To print your certificate, click on View past classes



6. Click Options, and then View Certificate



7. Feel free to email it to me at <a href="https://hsprague@swasd.org">hsprague@swasd.org</a>, or drop it off at the district office.