# MyAVID.org

#### 2013 Handbook

#### Homepage Overview

- <u>Account Profile</u>
- <u>Contact Search</u>
- Organization Search

#### <u>Certification</u>

- AVID Certification Systems
- Initial Self-Study (ISS) Fall
- <u>Certification Self-Study (CSS)- Spring</u>

#### AVID Community

- <u>AVID Live</u>
- <u>AVID Blog</u>
- <u>AVID Data</u>
- Discussion Forums
- File Sharing
  - o <u>Breadcrumbs</u>
  - o Adding and Locating Favorites
  - o <u>AVID Essentials</u>
  - o District Directors
  - o Rating Files
- Homepage of Today's Meetings

#### Data Collection

- Elementary & Secondary Data Collection
- <u>School Data</u>
- <u>Student Lists</u>

#### E-Learning

- On Demand Modules
- <u>SI Launches and Boosts</u>
- Enable Pop-Up Windows
- Plug-ins and Downloads

Event Registration

- Event Registration Wizard
- Summer Institute

AVID eStore Contact Us



### Homepage Overview



Let's take a look at the MyAVID homepage: <u>https://my.avid.org/default.aspx</u>

Action items – Items that need review depending on your role.

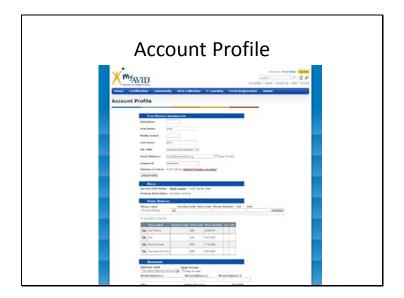
Quick Links – Resources available depending on your role.

- Summer Bridge Resources: AVID Center Staff and any MyAVID user with a Summer Bridge Role
- AVID Excel Resources: AVID Center Staff and any MyAVID user with an AVID Excel Role
- AVID Weeks at a Glance: Any MyAVID user with a Site Coordinator and/or Elective Teacher Role
- Texas Data Collection II: AVID Center Staff and any MyAVID user with a primary location or role at a TX district or school.
- Central Division File Sharing: Any MyAVID user with a primary location or role at a Central Division district or school will see this link.
- District Name, Division Name (i.e. AVID Center Eastern Division), State: Depending on what roles the user has, links to various site team info will appear based on the location of their role.
- Show All Site Teams: If MyAVID user has multiple locations/roles (more than 4), than an additional link titled this will appear that will expand and display all of their site team links.
- My Site Team: This link will display for users with a Site Coordinator role and it will target to their school's organization page.

**Professional learning** – If you want to attend training or learn more about professional learning opportunities, this is an area where you can obtain more information.



### Account Profile



#### https://my.avid.org/profile.aspx

Want to make sure your information is up to date? Check out your Account Profile.

Need to change your role in your Account Profile? Contact your District Director or Site Coordinator. You can also email <u>avidinfo@avidcenter.org</u> or Call 858-380-4800 and ask for the Help Desk.

#### Please note:

- Phone numbers will be available via the contact search.
- If your contact information is marked private, only AVID Center will have access.
- It is important to keep your email address continually updated as it is the main way AVID corresponds.



### Account Profile – Primary Location

Decades of Calleg	e Dreams my profile   mstore   contact us   help   forum
Home Certific	ation Community Data Collection E-Learning Event Registration Admin
You are currently	in Primary Location Selection mode for Tera Elder. <u>Click here to cancel</u> , or click your back button.
SEARCH ORGANI	zations (Criticia)
Organization Name:	
Status:	Show Active
Organization Type:	• Select a type • • • • • • • • • • • • • • • • • • •
Search Organizatio	ns Reset Filters
SEARCH ORGANI	ZATIONS (RESULTS)
0 record(s) in the list.	
	archive   avid.org   contact.us   watere   research   videos

To modify your primary location on your Account Profile, email <u>avidinfo@avidcenter.org</u> or call 858-380-4800 and ask for the Help Desk.



### **Contact Search**



Looking for someone? Utilize the Contact Search.



### **Contact Search - Continued**



#### https://my.avid.org/browse contacts.aspx

Interested in Networking?

I am sure you met a lot of new people in your strand, if you ever want to reconnect with them; you can search for them under their name.

The Contact Search allows you to filter by state, district, etc. You can export the search results to CSV which opens in Microsoft Excel for offline access to contact information.



### **Organization Search**



#### https://my.avid.org/browse\_organizations.aspx

If you are interested in knowing what other AVID schools are in your area, you can search for them through MyAVID's Organization Search.



### **Organization Search – Continued**

				rtification	Home Certific
			CRITERIA)	GANIZATIONS (	SEARCH ORGANI
r of search results. To narrow your search, t	eturn a large num	Organization Type. T	h, you only need to select a rided below.	perform a seard the options prov	Instructions: To perfo
	Search	Organiz		ame:	Organization Name:
	Jourch	Grganiz	tive .	Show Ac	Status:
		* 8	bution liste Organization unty Organization trict Organization tion joinal Organization	AHE Instit AVID Chi AVID Chi AVID Chi AVID Chi AVID Chi AVID Sch AVID Sch AVID Sch AVID Sch AVID Sch AVID Sch	Organization Type:
			t Filters	nizations Rese	Search Organizatio
			(Person and )	CANTERTIONS (	SEARCH ORGANI
			te Organization Corganization ID: Organization	AVID Sch AVID Sta Non-AVID	arch Organizatio

#### https://my.avid.org/browse\_organizations.aspx

When you select the Status and Organization Type, you will have the ability to Export your search results to a CSV (Excel) document.



### Certification



#### https://my.avid.org/content.aspx?id=5201



### **AVID Certification Systems**

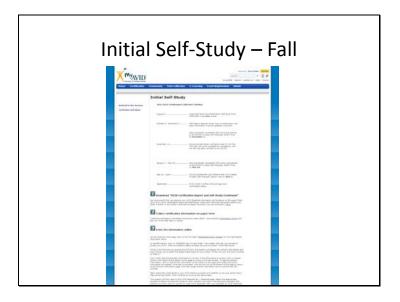


Please be sure to visit the AVID Certification section of MyAVID to complete your ISS and CSS.

**WebEx Sessions** are offered on how to use the data system are held for General Data and Certification (ISS/CSS). To find a list of dates and times, check out: <u>https://my.avid.org/certification/default.aspx</u>.



# Initial Self-Study (ISS) – Fall



To access and complete your Initial Self Study (ISS) in the Fall, please go to the Certification Section of MyAVID: <u>https://my.avid.org/content.aspx?id=5206</u>

If you would like to download a copy of the current year's ISS for printing or offline reading, you may do so in the File Sharing: <u>http://my.avid.org/file\_sharing/default.aspx?id=24426</u>

AVID recommends downloading a paper version to complete by hand to have an easy reference when you go to fill out the digital form online.



# Certification Self-Study (CSS) – Spring



To access and complete your Certification Self Study (CSS) in the Spring, please go to the Certification Section of MyAVID: <u>https://my.avid.org/content.aspx?id=5205</u>

If you would like to download a copy of the current year's CSS for printing or offline reading, you may do so in the File Sharing: <u>http://my.avid.org/file\_sharing/default.aspx?id=24426</u>

AVID recommends downloading a paper version to complete by hand to have an easy reference when you go to fill out the digital form online.



## Community

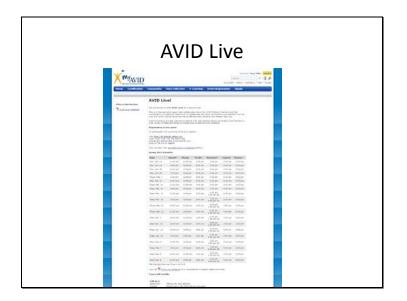


#### https://my.avid.org/community/

As part of the AVID family, you have many ways to virtually connect with other AVID educators from around the globe. Here, you can share ideas and insights and take advantage of other AVID programs for resources and best practices.



# AVID Live



#### https://my.avid.org/content.aspx?id=6200

<u>AVID Live</u> - a time sensitive support and collaboration forum for AVID Elective Teachers and Site Coordinators, providing an opportunity to collaborate with other coordinators and teachers from all over the country about issues and topics affecting their students and classes right now.



# AVID Blog

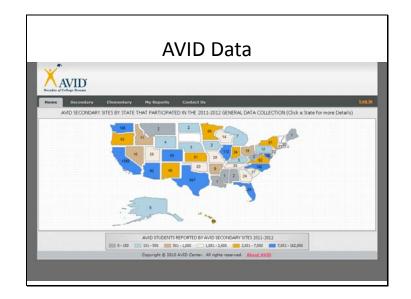


#### http://avidcollegeready.org/

**Blog** - Follow AVID's Adventures in College & Career Readiness blog and comment on current efforts in preparing all students for success in a global society.



# AVID Data



**Data Reporting Site** - View reports created from the information reported to AVID Center during the AVID General Data Collection, AVID Senior Data Collection, and AVID Certification.

Questions? Contact aviddata@avidcenter.org.



### **AVID Discussion Forums**



#### https://my.avid.org/forums/default.aspx

**Discussion Forums** - Share best practices and learn from AVID educators from around the world.



### **AVID File Sharing**



#### https://my.avid.org/file\_sharing/default.aspx

**<u>File Sharing</u>** - Find resources for implementing AVID at your school and documents from various trainings.



# AVID File Sharing – Breadcrumbs



Surf through File Sharing utilizing AVID's File Sharing Breadcrumbs. These crumbs leave a trail to easily backtrack.



# AVID File Sharing – Favorites

Home Certification	Community Data Collectio	n E-Learning	Event Registra	tion Admin	
Newest Files	File Sharing				
Emerging AVID Demonstrum Continuing, Demonstrum AVID Emerging Demo Criss Validation Visit Frotosus Stander Tab 7 - Study Sus Binder Tab 7 - Study Sus Stinder Tab 7 - Study Sus Stinder Tab 7 - Study Sus	<ul> <li><u>NoAVID File Sharing</u> - <u>Seconda</u> Junior/Senior Seminar Cour Here you can find resources for progress<sup>-</sup> for the <u>Senior Semina</u> directors can have access to the</li> </ul>	se Resources Junior/Seminar Course. Ir addition to our curricul	This folder is also	designed for those inter	rested in the "works in
Einder Tab 6 - Academi	File Name	File Details			
Binder Tab 3 -Oral Lan Binder Tab 4 - Writing	Senior Seminar Course Outline		bjectives for grade four Rating	s 11 and 12. Favorites List [Remove Favorite]	>
downloaded 22350 times)	Senior Seminar Course Outline, California 579 Countiesd(s)	Current Rating	bjectives for Califo four Rating 合合合合合合	rn grades 11 and 12. Invorites List Add Favorite]	
AVID Tutor Workbook (downloaded 20149 times)	Senior Seminar FAQ, California		rs for Senior Senio four Rating	ner implementation in C Favorites List [Add Favorite]	California.
Besearch and Resources (downloaded 18787 times)					
(downloaded 18116 times)		Adding and	Locating		
My Favorite Files		Favor	ites		

Find a terrific file? Add it to your Favorites for future reference.



### AVID File Sharing – AVID Essentials

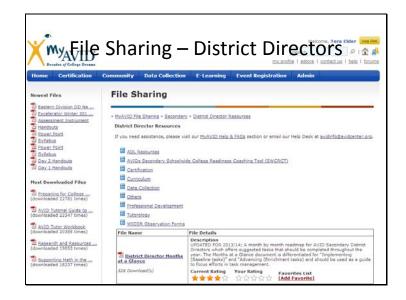


#### http://my.avid.org/file\_sharing/default.aspx?id=24442

Check out our frequently visited "AVID Elective Resources and Beyond" section of File Sharing to find the resources you need broken down by essentials.



### AVID File Sharing – District Directors



#### http://my.avid.org/file\_sharing/default.aspx?id=24448

**District Directors:** In need of ADL, SWCRCT, Certification, Curriculum, Data Collection, Professional Development, Tutorology resources along with WICOR Observation Forms? Look no further!

Please note: Only District Directors will have access to this section.



### AVID File Sharing – Rating Files

			100 m
← → C  bttps://my.avid.org/f	lle_sharing/defaultaspclid=24451		08.
(downloaded 18115 times)	<ul> <li>John's Tatorial</li> <li>Bessearch</li> </ul>	Rating Files	
	Sample Tutorial Request Fo	File Details	
	AND College Readiness System Presentation 1427 Download's	The betails Description Corrent Rating Your Rating Pavorites List 요즘요즘요즘요즘요즘요즘요즘요즘	
	ANID Totorial Observation and Feedback Tool 2315 Devriced's	Description AUD Tuterial Observator and Feedback Tool Correct Russing Your Rating Resources List EAdd Eavorite1	
	Essential & Evidence Training 990 Dounload(s)	Description Correct Rating Your Rating Favorites List ★★★★☆ 会合合合合合 LAddEexontel	
	SI Jackie's TRF 6529 Download(s)	Description Migned ath Tactia's Tatorial Correct Rating Your Rating Pavorites List IAdd Easontel	
	Jason's IRE	Description Algored with AVID Tutorisk Video: HS and ML Correct Relining Your Relining Flavorities List LAGE Envorted	
	Jennifer's IRF	Description Aligned with AVID Tutorial Video: HS and HL Current Rating Your Rating Payontes List Contract Rating Your Rating Payontes List	
Mttec//wc.avid.org/lde_chaving/datautt.org/ldf	tures TRT.	Description Aligned with Jain's turonal Current Rating Your Rating Perunities List IAdd Descrite	

Did you find a file/resource on AVID's File Sharing helpful or was it lacking? Please utilize our rating feature. Rating items will allow you to keep track of items you have reviewed, while providing the AVID Center with continual feedback.



### **AVID's Online Meetings and Trainings**

oday's List	ed Meetings	-	icos 💌 🤊 Ny WebEx		Labler
arch for meetings	by host, topic, or words in the agenda:	if you kn	ow the meeting number for a	listed or an unlisted meet	ing, enter it here:
	Search			[Join]	
Thursday, Ma	arch 21, 2013 Show past meetings	Chase and a manufact	s that require registration		English : San Francisco
Time -	Topic	Type	Host		Total number of meetings: 3
• In Progress		TX192	13924		
No meeting is					
	(Not Started)				
11:00 am	AVID and EPIC Research	Meeting	Kisha Burrise		
11:00 am	RIN - Passing the Baton	Meeting	Brian Kick		
1:00 pm	AVID Live! - Build it and they w	Training	Catherine Simmons	Register	
3:00 pm	AVID Live? - Build & and they w	Training	Catherine Simmons	Begister	
5:00 pm	Billy/Leslie/Michelle ELL Path d	Meeting	Michelle Mullen		

Interested in AVID's online meetings and trainings?

- Go to: <u>http://my.avid.org/default.aspx</u>
- Under "Web Meetings & Trainings"
- Click on "Register or view more meetings/trainings"
- You will then be directed to: <u>https://avidcenter.webex.com/mw0307l/mywebex/default.do?siteurl=avidcenter</u>

Online meetings and trainings open for registration will have a "Register" icon next to the meeting. The descriptions will note who the targeted audience is (state specific, certain AVID roles, etc.).



### AVID's Data Collection

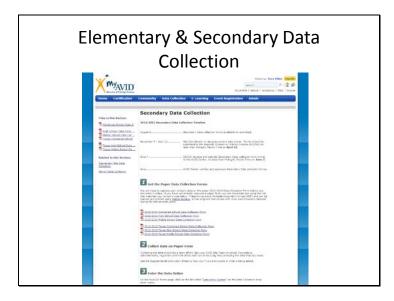
C Antips://my.avid.org	Data Collect	ion velcome, Tera Elder Les Diffe search P 1 & \$
Home Certification Com	Secondary Data	Registration Admin
D NY ACTION ITEMS	Senior Data Collection	Community
You currently have no action items.	Say Elementary Data our Collection Summer Institutes, i San Antoniomore	
C Quick Links	System OF SOCCESS X	Discussion Forums     File Sharing
AVID Excel Resources     Summer Bridge Resources     Texas Oata Collection II	SAVE Next Sector Sector Street	MMER ITUTE 013 (b) Web Heetings & Treinings
Commence		03/21 - MASS-VI District Director Discussion
Staff Developers     Staff Developers     Staff Developer Information     Staff Developer Application	Professional Learning	03/21- Secondary Data entry- (Fer Coordinators, Data Reporters, and Directors entering data)
Staff Developer     Recommendations	Learn more about:	<ul> <li>03/26 + MASS-VI SOS+ Hathematics/English Training</li> </ul>
nasonal manufalla	2013 Summer Institute USA     AVID District Leadership Transmos	<ul> <li>04/16 + MASS-VI SOS+ Strategies for Success Training</li> </ul>
	AVID Elementary (AE) Leadership Trainings     Data Apphysis Trainings     Leadership for College Readiness	04/18 - MASS-V1 District Director Discussion
y avid.org/data_collection/delault.aspx	Path Trainings     Theolaide/District aide	Register or view more meetings/trainings

#### https://my.avid.org/data\_collection/default.aspx

The Data Reporting Site (<u>https://data.avidcenter.org/</u>) is currently open to the public; however there are reports under the 'My Reports' that require a login/password. If there are any questions regarding this site you can contact <u>aviddata@avidcenter.org</u>.



### Elementary & Secondary Data Collection



http://my.avid.org/content.aspx?id=5207 – Secondary Data Collection

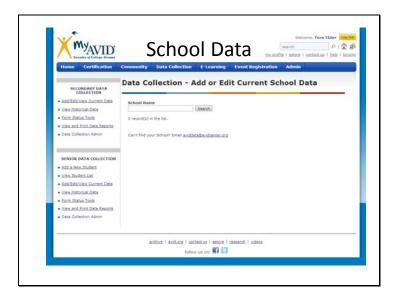
<u>http://my.avid.org/content.aspx?id=5210</u> – Senior Data Collection **\*Keep in mind the deadline dates.**\*

<u>http://my.avid.org/data\_collection/home.aspx</u> – Data Entry System <u>http://my.avid.org/data\_collection/elementary\_home.aspx</u> - Elementary Data Collection <u>http://my.avid.org/data\_collection/elementary\_default.aspx</u> - Elementary Entry

**Please note:** Based on your role, your access may be limited to either Elementary or Secondary links.



### Data Collection – School Data

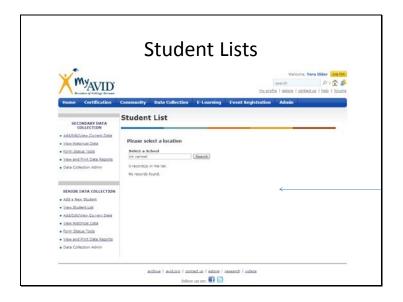


#### https://my.avid.org/data\_collection/general/select\_school.aspx

You will oversee the data collection process here.



### Data Collection – Student Lists



#### http://my.avid.org/data\_collection/student\_list.aspx

If you have seniors in your program, the AVID elective teacher will oversee the data collection process here.



### AVID's E-Learning



#### http://my.avid.org/e-learning/default.aspx

Locate the E-Learning section through the dropdown menu on MyAVID's homepage.



### AVID's E-Learning – Continued

× MYAVID	E-Learning
Home Certification	Community Data Collection E-Learning Event Registration Admin
	E-Learning
	HVAVID Towr - This course includes videos that show you how to log-in and use the HyAVID website.
	On Demand Hodules - Trainings on a variety of topics recorded by AVID staff that offer 24-7 e-learning opportunities.
	Summer Institute Launches & Boosts - Online blended learning modules for select Summer Institute Strands.
	<u>Index Examines</u> -This multimedia todi gives step-by-dete instructione on how to conduct, effective tecnosis including what evolds happen before, chiming and after a tutninal session. Video dips include antial fauonals in classroom, highlighting tabletts asking higher-level ouesticket and problem solving in califorative problem.
	anthine   avid.org   portactus   estore   research   videos
	follow us on: 🚮 📵

#### http://my.avid.org/e-learning/default.aspx

**MyAVID Tour** - This course includes videos that show you how to log-in and use the MyAVID website.

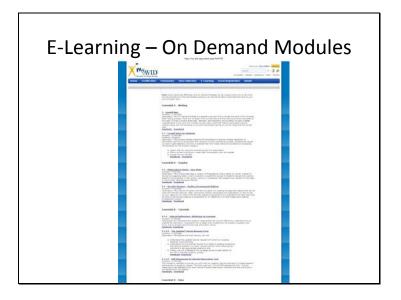
<u>On Demand Modules</u> - Trainings on a variety of topics recorded by AVID staff that offer 24-7 elearning opportunities.

<u>Summer Institute Launches & Boosts</u> - Online blended learning modules for select Summer Institute Strands.

**Tutor Training** - This multimedia tool gives step-by-step instructions on how to conduct effective tutorials including what should happen before, during and after a tutorial session. Video clips include actual tutorials in classrooms, highlighting students asking higher-level questions and problem solving in collaborative groups.



### AVID's E-Learning – On Demand Modules



#### http://my.avid.org/content.aspx?id=6193

Please note: These videos will work on most tablets and smart phones.



### SI – Launches & Boosts



#### http://my.avid.org/default.aspx?lmsredirect=1

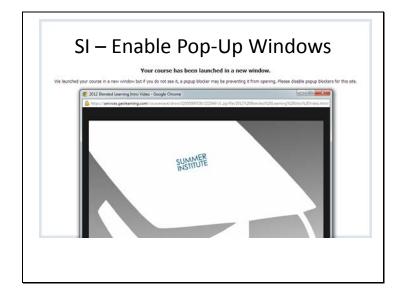
Looking for the AVID Summer Institute Launches and Boosts?

- Go to: <u>http://my.avid.org/e-learning/default.aspx</u>
- Click on: Summer Institute Launches and Boosts
- Under "Courses My Learning", you will see the Summer Institute Courses you are registered for.
- Click on the current year you are registered for.
- After you have clicked on the current year, you will see all of the courses you are assigned appear (as seen above).

Please note: These courses will not work on iPhones or iPads at this time.



### **Enable Pop-Up Windows**



Please ensure that you have your **pop-up blockers disabled** for the Summer Institute Boosts and Launches.

Unsure? Check out these resources below:

- Microsoft Internet Explorer: <u>http://windows.microsoft.com/en-us/windows-vista/internet-explorer-pop-up-blocker-frequently-asked-questions</u>
- Google Chrome: <u>http://support.google.com/chrome/bin/answer.py?hl=en&answer=95472</u>
- Mozilla Firefox: <u>http://support.mozilla.org/en-US/kb/pop-blocker-settings-exceptions-</u> troubleshooting
- Further Reading (including Apple Safari support) <u>http://www.lbl.gov/ehs/training/webcourses/globalAssets/CourseRequirements/disablePopups/disablepopups.html</u>



### Troubleshooting



Has your web browser seen the plugin doctor recently? Every web browser needs a check-up. Look at the vulnerability my browser is exposed to above. To ensure all E-Learning modules work for you, please visit this plugin check often.

- Go to <a href="https://www.mozilla.org/en-US/plugincheck/">https://www.mozilla.org/en-US/plugincheck/</a>
- Click "Update Now" on items that are not up to date.
- Restart your web browser after updates are complete.
- You are now ready to dive in to AVID's E-Learning Modules: <u>http://my.avid.org/e-learning/default.aspx</u>



### Troubleshooting – Continued

Welcome				
a description of the second	Settings			
Learning				
End-user Tutorial	Hy Regional Preferences		unload Java	
<ul> <li>Settings</li> </ul>	Modify your regional settings.		image to download Java.	
Settings and Preferences Home	Plug-ins			
My Regional Preferences	View available plug-ins			
Download Java		Settings and Setup		
Plug-ins				
				POWERED BY SLETTETS, S-STERE
E HET Levine fred formers, and ander 5 minute annue				PONENED BY MATTOTINE, SCRIPERS

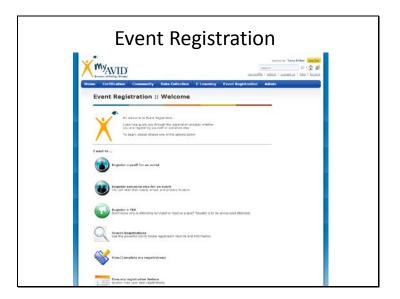
<u>https://gm1.geolearning.com/geonext/avid/dynamichome.geo?mockupid=SettingsandPrefsHo</u> <u>me&nav=SettingsandPrefs</u>

Experiencing technical difficulties with the E-Learning content?

Visit the Settings and Preferences Home within our Learning Management System for additional downloads and plugins your computer may need.



### **Event Registration**



#### http://my.avid.org/event registration/default.aspx

To view upcoming events to register yourself for, visit the Event Registration page.

Please note: Not many users will have the access/ability to register someone else for an event.



### Event Registration Wizard



#### http://my.avid.org/event\_registration/default.aspx

Register for AVID events in a breeze with the Registration Wizard.

Click "Register myself for an event" Click "Event" tab Use dropdown menu for "Event Type" ...and follow the yellow brick road! ©



### Summer Institute Registration



#### http://my.avid.org/default.aspx

As Summer Institutes approach each year, you will find links on your MyAvid homepage.



### AVID's eStore



#### https://avidcenter.gostorego.com/

Please visit our AVID eStore to purchase AVID Gear and Merchandise.



### Contact Us



#### http://my.avid.org/content.aspx?id=4510

Need assistance? Please visit our "Contact Us" page for department emails.