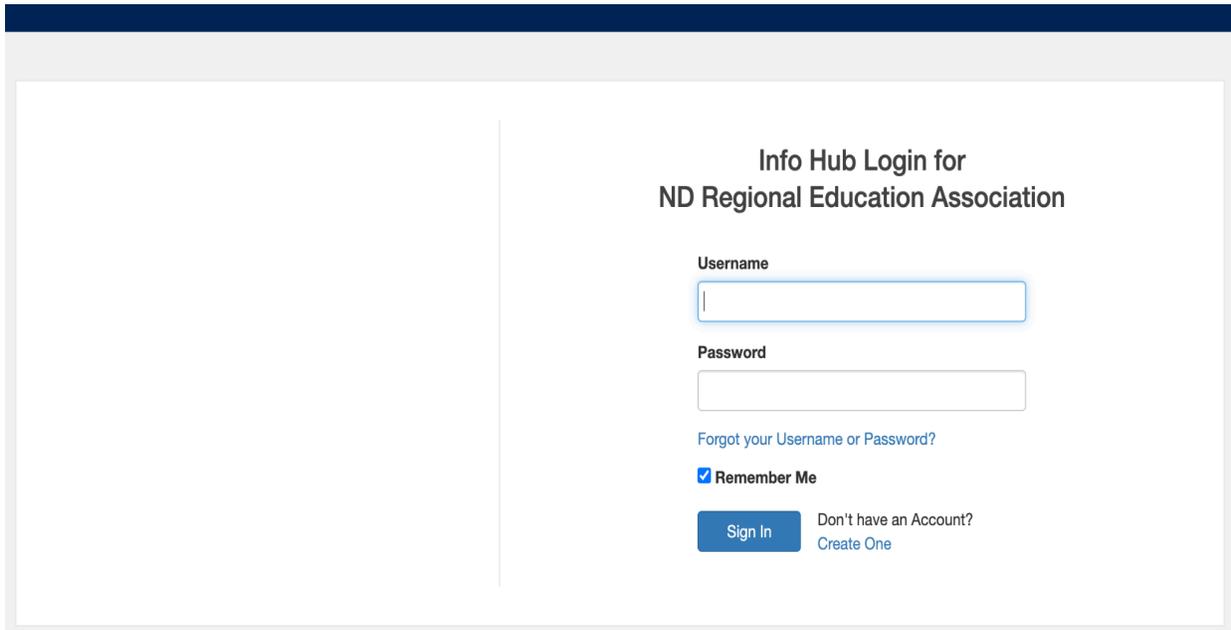


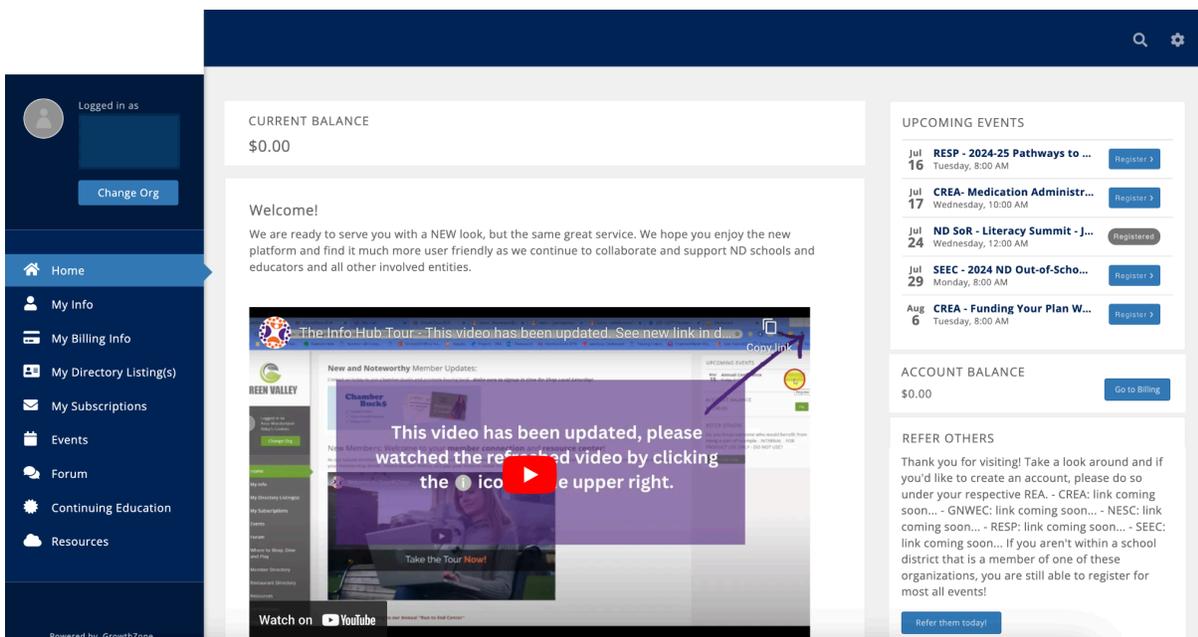
ND Regional Education Association GrowthZone Info Hub: Accessing Your Professional Learning Records

Log in to the Info Hub here:

<https://ndregionaleducation.growthzoneapp.com/MIC/Login>



This is the welcome screen to the Info Hub:



To access a listing of professional learning activities, click on the “Continuing Education” tab on the left side menu.

The screenshot shows the 'Continuing Education' section of a user interface. On the left is a navigation menu with options like Home, My Info, My Billing Info, My Directory Listing(s), My Subscriptions, Events, Forum, Continuing Education (highlighted), and Resources. The main content area is titled 'UPCOMING CONTINUING EDUCATION EVENTS' and lists three events with dates and 'Register >' buttons. Below this is a section titled 'MY CONTINUING EDUCATION' which contains a table with the following columns: CERTIFICATION, STATUS, START, COMPLETE, HOURS, CREDITS, % COMPLETE, EXPIRES, and ACTIONS. The table lists various certification events with their respective dates and completion percentages.

CERTIFICATION	STATUS	START	COMPLETE	HOURS	CREDITS	% COMPLETE	EXPIRES	ACTIONS
NESC 2020-2021 Cafeteria Credit	In Progress	2/23/2021		3.50	0			[Menu]
21 - NDMTSS Conference	Active	5/11/2021	8/11/2021	23	0	100		[Download] [Menu]
NESC 2021-2022 Cafeteria Credit	In Progress	8/27/2021		7	0			[Menu]
NESC 2022-2023 Cafeteria Credit	In Progress	4/18/2022		12	0	5		[Menu]
22-23 - NDMTSS Foundations of Reading	In Progress	8/5/2022		18	0	60		[Menu]
22 - NDMTSS Conference	Active	4/27/2022	6/16/2022	24	0	100		[Download] [Menu]
22-23 SEEC Cafeteria Credit Hours	In Progress	4/4/2023		6.50	0			[Menu]

Under the “My Continuing Education” section, you can click on the blue box [Menu] under “Actions” and you’ll be able to download and save or print a record/certificate for an individual event attended.

This screenshot shows the 'Certification Component Downloads' dialog box open over the 'My Continuing Education' table. The dialog box lists three downloadable files:

- Download document for Prioritized Instructional Planning: Empowering Students in a Standards-Based Learning Environment Prioritized Inst.-Empower Students (4/19/22)
- Download document for NESC 2022-2023 Regional Fall In-Service - AM Session 23-24 NESC Regional Fall In-service AM Session (0 Bytes)
- Download document for NDSBL - We've Got Proficiency Scales...Now What? (June 7th, 2023) - Bismarck [Single-Day Event] 22-23 NDSBL Prof Scales Now What 6/7/23 (0 Bytes)

The background table shows the same data as the previous screenshot, with the 'Actions' column for the selected row containing a blue menu icon.



To get a full list of events attended, click on the “Activity” tab at the top of the page, then click on the blue box  near the top right of the screen. This will download an Excel spreadsheet with a listing of all activities.

CONTACT NAME	COMPONENT NAME	TYPE	DATE	DESCRIPTION	CREDITS	HOURS
	23-24 NDREA - Summer Math Series S3 6/18/24	Course	6/17/2024	Course 23-24 NDREA - Summer Math Series S3 6/18/24 Completed		6.50
	23-24 NDREA - Summer Math Series S2 6/17/24	Course	6/17/2024	Course 23-24 NDREA - Summer Math Series S2 6/17/24 Completed		6.50
	23-24 NDREA - Summer Math Series S1 5/1/24	Course	6/17/2024	Course 23-24 NDREA - Summer Math Series S1 5/1/24 Completed		6.50
	24 - NDMTSS Conference (6/11/24)	Course	6/10/2024	Course 24 - NDMTSS Conference (6/11/24) Completed		5.50
	24 - NDMTSS Conference (6/10/24)	Course	6/10/2024	Course 24 - NDMTSS Conference (6/10/24) Completed		5.50
	SEEC - Behavior Advntage Webinar Series S3 4/10/24	Course	4/10/2024	Course SEEC - Behavior Advntage Webinar Series S3 4/10/24 Completed		1
	23-24 NESC Features of Math Instr. S1 3/25/24	Course	3/25/2024	Course 23-24 NESC Features of Math Instr. S1 3/25/24 Completed		7.50
	CREA - Funding Your Plan Workshop - 3/20/24	Course	3/20/2024	Course CREA - Funding Your Plan Workshop - 3/20/24 Completed		5
	SEEC - Behavior Advntage Webinar Series S4 4/24/24	Course	2/14/2024	Registered for event NDMTSS - Behavior Advantage & SEEC Live Webinar Supports Series (4 of 4) - Planning for Behavior Supports (April 24th, 2024) [Multi-Day Series] for certification 23-24 SEEC Cafeteria Credit Hours		

A	B	C	
ContactName	ComponentName	Type	Description
	23-24 NDREA - Summer Math Series S3 6/18/24	Course	Course 23-24 NDREA - Summer Math Series S3 6/18/24 Completed
	23-24 NDREA - Summer Math Series S2 6/17/24	Course	Course 23-24 NDREA - Summer Math Series S2 6/17/24 Completed
	23-24 NDREA - Summer Math Series S1 5/1/24	Course	Course 23-24 NDREA - Summer Math Series S1 5/1/24 Completed
	24 - NDMTSS Conference (6/11/24)	Course	Course 24 - NDMTSS Conference (6/11/24) Completed
	24 - NDMTSS Conference (6/10/24)	Course	Course 24 - NDMTSS Conference (6/10/24) Completed
	SEEC - Behavior Advntage Webinar Series S3 4/10/24	Course	Course SEEC - Behavior Advntage Webinar Series S3 4/10/24 Completed
	23-24 NESC Features of Math Instr. S1 3/25/24	Course	Course 23-24 NESC Features of Math Instr. S1 3/25/24 Completed
	CREA - Funding Your Plan Workshop - 3/20/24	Course	Course CREA - Funding Your Plan Workshop - 3/20/24 Completed
	SEEC - Behavior Advntage Webinar Series S4 4/24/24	Course	Registered for event NDMTSS - Behavior Advantage & SEEC Live Webinar
	SEEC - Behavior Advntage Webinar Series S4 4/10/24	Course	Registered for event NDMTSS - Behavior Advantage & SEEC Live Webinar
	SEEC - Behavior Advntage Webinar Series S2 3/27/24	Course	Registered for event NDMTSS - Behavior Advantage & SEEC Live Webinar
	SEEC - Behavior Advntage Webinar Series S1 2/28/24	Course	Registered for event NDMTSS - Behavior Advantage & SEEC Live Webinar
	CREA - Funding Your Plan Workshop - 3/20/24	Course	Registered for event CREA - Funding Your Plan Workshop - Preparing for the ESS
	23-24 SEEC - Monitoring Support for EL & Title I	Course	Registered for event SEEC - Monitoring Support for EL & Title I
	23-24 NDMTSS - Evaluating Your System (11/2/23)	Course	Course 23-24 NDMTSS - Evaluating Your System (11/2/23) Completed
	23-24 NDMTSS - Evaluating Your System (11/1/23)	Course	Course 23-24 NDMTSS - Evaluating Your System (11/1/23) Completed
	23-24 NDMTSS - Building Your System S2 (9/20/23)	Course	Course 23-24 NDMTSS - Building Your System S2 (9/20/23) Completed
	23 - NDMTSS Conference (6/12/23)	Course	Course 23 - NDMTSS Conference (6/12/23) Completed
	23 - NDMTSS Conference (6/13/23)	Course	Course 23 - NDMTSS Conference (6/13/23) Completed
	23 - NDMTSS Conference (6/14/23)	Course	Course 23 - NDMTSS Conference (6/14/23) Completed
	22-23 NDSBL Prof Scales Now What 6/8/23	Course	Course 22-23 NDSBL Prof Scales Now What 6/8/23 Completed
	22-23 NDSBL Prof Scales Now What 6/7/23	Course	Course 22-23 NDSBL Prof Scales Now What 6/7/23 Completed
	22-23 NDSBL Prof Scales Now What 6/8/23	Course	Registered for event NDSBL - We've Got Proficiency Scales... Now What?
	22-23 NDSBL Prof Scales Now What 6/7/23	Course	Registered for event NDSBL - We've Got Proficiency Scales... Now What?

Your courses listed here

Your course descriptions listed here