

The KEA Professional Learning Access Network (PLAN) is available to any educator seeking high quality professional learning.

These offerings are housed in KEA's Learn & Lead Portal and contain multiple topic areas to best meet the needs of each individual member.



Frequently Asked Questions

WHAT IS HIGH QUALITY PROFESSIONAL LEARNING?

KEA Defines High Quality Professional Learning as:

- Created and delivered by practicing educators.
- Meets the needs of the individual educator seeking to learn.
- Can be applied into the workplace immediately.

CAN I GET CREDIT FOR KEA PROFESSIONAL LEARNING?

You will need to follow your school/district policy for PD approval.

However, the majority of KEA's Professional Learning has been approved by the Education Professional Standards Board and the Kentucky Department of Education for EILA credit.



Create Your Account

Every Learner creates an account the first time they log in. This personal account is how you will access certificates, links to important course information and receive access to the FREE member courses.



HELPFUL TIP:

Save your password and you will automatically access the portal in the future.

Verify Your Account

The **2** system will automatically generate an email verification sent to your email address.

YOU MUST VERIFY this email to proceed.

Complete the Mandatory Course

You will automatically be enrolled in a mandatory course.

View this short video on how to navigate the portal.



HELPFUL HINT:

When you click the submit button, that is the cue for the system to look up your KEA membership.

Enroll in Courses

To take a course from our KEA 2 portal, you can select from the many delivery options we offer.

Choose from:

- Asynchronous Courses
- Recorded Webinars
- · Live In-Person Training Registration
- · Live Virtual Training

Catalog

You can access approximately **200 FREE courses** by visiting the $\frac{1}{2}$ catalog.

HELPFUL TIP:

Use the filter box to narrow your search categories.

Store Front

The courses in the Store Front have a cost associated with them. We do charge potential KEA members a fee to access our training. most of our trainings are FREE to KEA members as part of their membership.

Your Personal Dashboard

The portal Dashboard works as your secure professional learning folder and houses all the KEA professional learning courses you take.

Here you will find:

- Your enrolled courses
- Your completed courses
- All training materials with each course
- Your final course certificate
- Transcript of all courses completed

Certificate

Once you have successfully completed a course and submitted a final evaluation, you may access your certificate.

Certificates can be accessed anytime by going to the completed courses folder in your Dashboard.

Search the full list of KEA Professional Learning in the Professional Learning Catalog:





Access our online catalog here

HELPFUL HINT:

Find the topic you are interested in and filter the course options for easier navigation of the catalog.

NEED ASSISTANCE?

KEA has staff available to assist you with your professional learning needs.

If you have any issues accessing the KEA Learn & Lead Portal please contact the following:

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