

POST TRAINING WEBINAR AGENDA

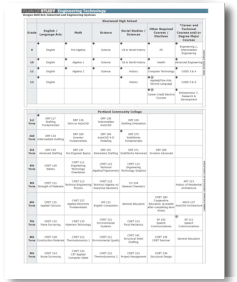
Career Pathways Web Tool webinars are sponsored by the Oregon Pathways Statewide Initiative and Lane Community College.

Thursday, February 11, 2010
1:30 p.m. - 2:30 p.m.

Training presented by:

Effie Siverts, Sivecki & Associates, LLC on behalf of Lane Community College.

POST Drawing



The image shows a screenshot of the 'POST Drawing' tool. It features a complex grid with multiple columns and rows, likely representing different data points or configurations for a drawing. The interface includes various tabs and options, typical of a web-based data management tool.

STEPS TO JOIN THE WEBINAR

1. Click here: <http://sivecki.pgimeet.com/Netspoke/CPWebTool>
2. Leave the default selection to join the webinar as a "participant".
3. Check "Yes" to "Automatically Connect My Audio".
 - a. Type your phone number, with area code, and extension, if applicable.
 - b. The webinar service will automatically call the number you provide to connect you to the audio portion of the webinar. (If you have a display screen on your phone, the number calling you will be 719-387-5595.)
4. **OR**, leave the "Yes" option unchecked, do not provide a phone number, and dial toll-free: **866-502-8312**, enter passcode 879955 followed by the pound (#) key.
5. Type your **first name**, **last name**, and **email address** in the required fields provided.
6. Leave the default security code.
7. Click "Join Meeting".
8. A new window will open, running the webinar presentation. **DO NOT** close the original login window until the end of the webinar.

NOTICE: Be sure to join the meeting a few minutes early as a Browser Compatibility Test may run as soon as you click "Join". This will give you time to address any potential errors (Java applets, pop-up blockers, etc.) prior to the start of the webinar.

PURPOSE & LEARNING OUTCOMES

1. To learn how to access the Career Pathways Roadmap Web Tool, understand navigation and overall features of the Web Tool.
2. Create and manage POST Drawings (and customize table configurations)
3. Create POST Views of published POST Drawings for sharing online.
4. Take away examples of completed POST Drawings as guides for development, ideas and training in your region.

POST TRAINING WEBINAR TIMELINE

- 5 min. Introductions**
- Today's session is on POST (Plan of Study Templates), however we also offer webinar sessions on Roadmaps and can prepare customized webinars and onsite training sessions based on your specific needs. Contact us at helpdesk@ctepathways.org to register or find out more.
 - Webinars are a new training opportunity! We welcome your input on how this works. At the end of your webinar session please take a few minutes to complete our online [Webinar Evaluation Survey](#).
- 10 min. Orientation to the Web Tool**
- <http://oregon.ctepathways.org>
 - Review examples of published POST Views (end product): [http://cpwebtool.org/Live_Roadmap_Examples - Embedded_POST_Views](http://cpwebtool.org/Live_Roadmap_Examples_-_Embedded_POST_Views)
 - Site navigation and online tutorials
- 25-30 min. POST Drawings**
- Navigating the drawing list; understanding icons
 - How to create new POST Drawings, manage content and table configurations
 - How to copy and edit existing drawing versions
 - The difference between “locking” and “publishing” a drawing version
 - How to create POST Views of published POST Drawings, and where to find the “embed” code for displaying your View online
- 5-10 min. “Affiliations” & High School Settings**
- Purpose and function of affiliated high schools for community college organizations
 - Copying and editing drawings between affiliated high schools
 - Understanding “High School Settings” for default table layouts
- 10 min. Open Q&A Discussion & Adjourn**
- User experience feedback? Tricks, tips and suggestions?
 - Feature focus: Would anyone like to review a feature in more detail?
 - Reminder of online user tutorials: <http://cpwebtool.org/tutorial>
 - Email technical support, feature requests and training inquiries to helpdesk@ctepathways.org.
 - **We appreciate your participation and feedback! Please take a few minutes to complete our online [Webinar Evaluation Survey](#).**

Disclaimer: Please use Firefox 3.0+ or Internet Explorer 7.0+ when using the Web Tool.

Example of Embedded POST View from Southwestern Oregon Community College:

Manufacturing Technology*

PLAN OF STUDY **Bandon HS: Manufacturing Technology**
Oregon Skill Set: Industrial and Engineering Systems

Required Courses Electives

Bandon High School					
Grade	English	Math	Science	Social Studies	
9	English 1 Writing & Speech	Algebra 1	Physical Science		HIGH SCHOOL DIPLOMA
10	English 2	Geometry	Biology	Global Studies	
11	English 3	Algebra 2		US History	
12	English 4			Government & Personal Finance	

SOCC Career Pathway: Welding and Fabrication Roadmap

Pathway - Welding Assistant Certificate - Welding Assistant AAS - Welding and Fabrication

Southwestern Oregon Community College					
1st Yr Fall	CT WLD 4010 Welding Processes I	CT WLD 4061 Shielded Metal Arc Welding I	CT WLD 4126 Flux Cored Arc Welding		CAREER PATHWAY CERTIFICATE OF COMPLETION
	CT WLD 4165 Welding Lab A	CT WLD 4062 Shielded Metal Arc Welding II	CT WLD 4125 Gas Metal Arc Welding		
1st Yr Winter					

CT = Career Technical Education

COMPLETE LEARNING OBJECTIVES

Participants will learn to:

- Log in to the Web Tool - manage “My Account”, and change password
- Understand the “Dashboard”, and basic site navigation, including how to access online tutorials with step-by-step instructions
- Understand Web Tool feature icons
- Navigate the POST drawing list - access and view existing drawings created by other colleagues and organizations
- Understand user permissions
 - **Organization (Community College) Administrators** can modify the list of Affiliated High Schools for POST Drawings through the “Affiliations” feature
 - **High School Administrators** can modify “High School Settings” to manage the default list of column headings used for new POST Drawings created for their school.

- Create new POST Drawings, and understand the basic layout, and quick editing features
- Modify/edit existing drawings
- Understand the difference between copying a POST Drawing within your organization as a *new drawing* versus a *new version* to an existing drawing
- Copy drawings from another organization as a *new drawing* for your organization (to be used as a standard template for formatting and content, edited to fit your new drawing needs)
- Lock drawings from being edited
- Publish completed POST Drawings when ready to “go live”
- Create new POST Views to present published High School and Community College as “mapped” plans of study
- Know where to find the “embed” code for publishing POST Views online
- Report a “bug” and/or request “new features”
- Request help or technical assistance after training

If any of these learning objectives remain unclear during our open Q&A discussion time in the last hour of training, please be sure to address your concerns for the benefit of all participants.

Thank you.