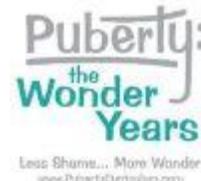


LAUSD Instructions for Getting Your Certificate of Completion For Your Online Training Course



Step 1:

Go to your Online Training Course at <https://pubertycurriculum.moodlehub.com/>

Step 2:

Click on blue button labeled “Login with AzureAD.”

Log in with your LAUSD login credentials.

Step 3:

Complete every part of the Online Training Course including:

- Read and follow all instructions carefully.
- Write in answers when requested.
- Select responses as requested.
- Write entries in each of the forums. Respond to other people’s entries in the forums.
- Complete the Feedback form.
- All modules must be marked complete.

This is the list of activities that must be completed to get a Course Certificate:

The screenshot shows a Moodle course completion page titled "Course Certificate". On the left is a navigation menu with items like "Educator Skill Development", "Legal Eagle", "Review State Law", "Partnering with Parents", "Staying Connected", "Course Certificate" (circled in red), "Dashboard", and "Site home". The main content area lists 20 activities, all marked as complete. A "Restricted" notice is at the top of the list. At the bottom, there is a "Puberty Grade 5 Course Completion Certificate" icon.

Course Certificate

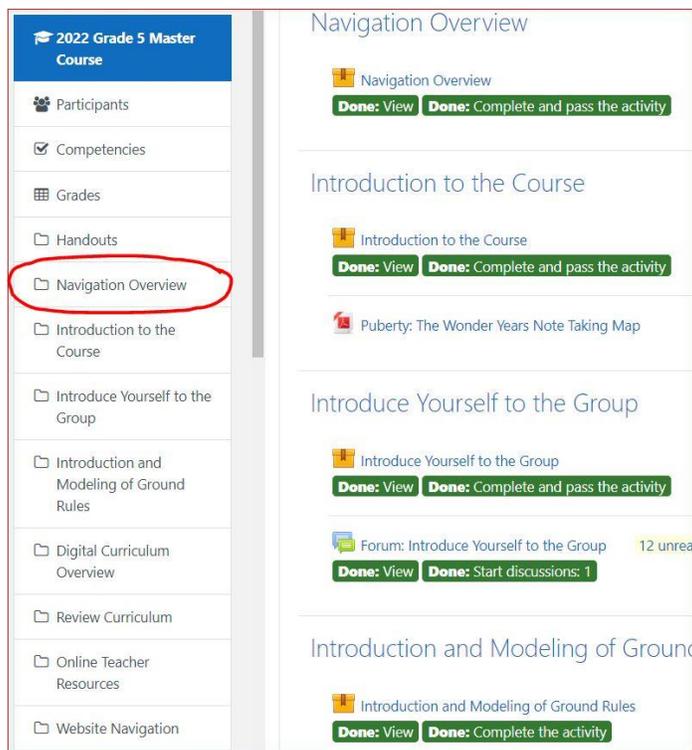
Restricted Not available unless:

- The activity **Introduction to the Course** is marked complete
- The activity **Introduce Yourself to the Group** is marked complete
- The activity **Forum: Introduce Yourself to the Group** is marked complete
- The activity **Introduction and Modeling of Ground Rules** is marked complete
- The activity **Digital Curriculum Overview** is marked complete
- The activity **Review Curriculum for 5th Grade** is marked complete
- The activity **5th Grade Curriculum Response and Discussion** is marked complete
- The activity **Website Navigation** is marked complete
- The activity **How to Teach Skills** is marked complete
- The activity **Forum: The Skill Quote** is marked complete
- The activity **Grade 5 Student Skill Development – Skill Modeling** is marked complete
- The activity **5th Grade Skill Development Forum: Consent** is marked complete
- The activity **Educator Skill Development: Facilitating Role Plays** is marked complete
- The activity **Educator Skill Development – Answering Student Questions** is marked complete
- The activity **Educator Skill Development – Practice Answering Student Questions in the Context of Sex Education** is marked complete
- The activity **Forum: Practice Answering Student Questions** is marked complete
- The activity **Legal Eagle – Know Your State Laws and School Policies** is marked complete
- The activity **Forum: Getting Answers to Your Questions** is marked complete
- The activity **Review State Law and Policy on Sex Education** is marked complete
- The activity **Partnering with Parents and Other Trusted Adults – Create a Plan** is marked complete
- The activity **Forum: Family Engagement Methods** is marked complete
- The activity **Feedback** is marked complete

Puberty Grade 5 Course Completion Certificate

Step 4:

Check your “Navigation Overview” menu to see a list of the Online Course modules.

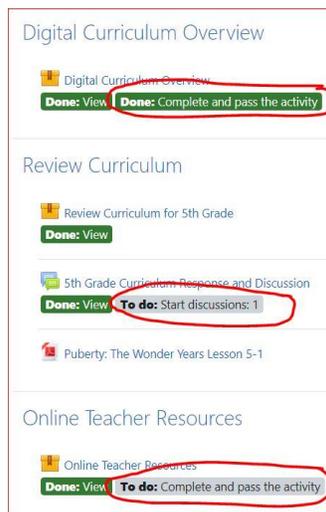


Step 5:

Scroll down the list of modules to see if any modules are not marked complete.

- Completed modules will be in green and say “Done”
- Uncompleted modules will be in gray and say “To do”

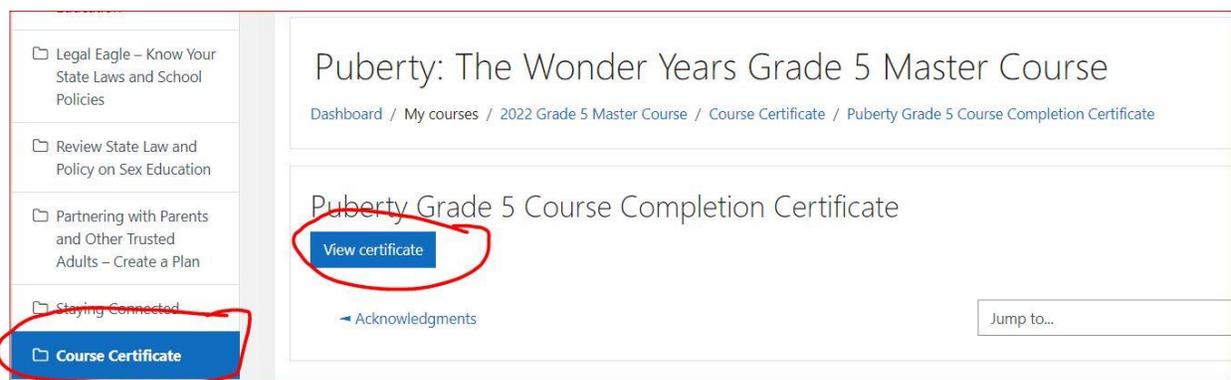
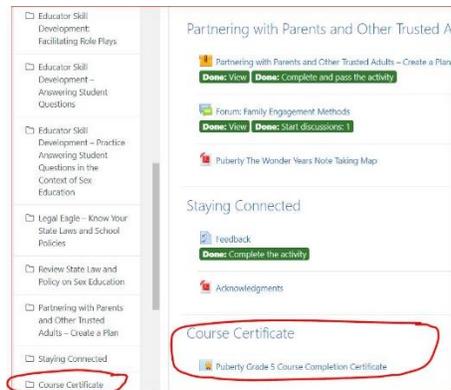
Complete any uncompleted modules.



Step 6:

Scroll down your “Navigation Overview” menu to find the Course Certificate button.

Or find the Course Completion Certificate button in your course at the end of the list of modules.



Step 7:

Print or save your Course Completion Certificate.

Send it to your designated administrator as proof that you completed the course.



IMPORTANT: You must provide your Certificate of Completion to Timothy Kordic at timothy.kordic@lausd.net .

The Online Course will not send your certificate.