



Annual Required Compliance Training

To meet state requirements, all LISD employees and contract staff are required to complete training **annually** on specific state-mandated topics. The required content is accessible in an eCourse entitled, Annual LISD Required Compliance Training, accessible from Eduphoria Workshop.

Course Information:

- The eCourse should take approximately 50 minutes to complete.
- Eduphoria Workshop requires an LISD username and password to log in.
- A set of practice questions will follow each module, as well as a final assessment. Completion of both the practice questions and final assessment is required to be eligible for course credit. If you score less than 80% on the final assessment, you will be required to retake the entire course.
- Topics include, harassment, sexual harassment, respect for diversity, and bullying. The following required health-related topics are also included: accessing student health conditions, procedures for aiding a choking victim and preventing bloodborne pathogens, and awareness of life-threatening allergies, skin infections, and diabetes.
- Safari and Firefox are the best browsers to view and complete the online course from a desktop or laptop.
- **NOTE:** Substitutes are not included in this requirement. Supervisors of auxiliary or contracted staff in Custodial Services, Facility Services, Transportation, and Child Nutrition have received alternate instructions. If you have questions, contact your supervisor.

WINDOW: The window for completing the course is **June 3, 2019 through October 18, 2019.**

The instructions below provide directions for course registration, taking the course, and requesting credit:

STEP 1: REGISTRATION

1. Go to www.lisd.net.
2. Click on Resources and select Staff.
3. Choose Eduphoria. Log in using your district username and password.
4. Select the Workshop button on the bottom left.
5. Scroll to the bottom of the Workshop page. Select the LISD Required Compliance Training. Note that the current school year will also be in the title.
6. Select the course, LISD Required Compliance Training for the current school year.
7. Select the Green Register button at the top of the course. You are now registered for the course

STEP 2: TAKE THE COURSE

1. Under the Workshop Tab on the left side of the screen, select **My Portfolio**.
2. Select the **LISD Required Compliance Training** for the current school year.
3. Select the **Course Content Tab** to see all the modules.

The screenshot displays the Eduphoria Workshop interface. On the left sidebar, the 'Workshop' tab is selected, and 'My Portfolio' is highlighted with a red arrow and a box labeled '1'. In the main content area, the 'My Portfolio' section shows a list of courses. The 'Annual LISD Required Compliance Training 2018-2019' course is highlighted with a red arrow and a box labeled '2'. On the right side of the course card, the 'Course Content' tab is selected with a red arrow and a box labeled '3'. Below the course card, a yellow banner indicates 'Credit has been earned.' and the attendee's name, 'Attendee: Shawna Miller', is displayed.

4. Select **View** on the **Chapter I: Module 1** to begin the eCourse.

Annual LISD Required Compliance Training 2017-2018

This course is intended to provide training, information and guidance on the topics of harassment, sexual harassment, respect for diversity, bullying, cyber bullying, suicide prevention, dating violence, drug and alcohol awareness, sexting, child abuse, sexual abuse, and health-related topics including: procedures for aiding a choking victim, preventing blood-borne pathogens, and awareness of life-threatening allergies and diabetes. In addition, this year technology security topics have been added to include: mobile device security, phishing, malware, passwords, storing data using cloud services, education records, the Children's Internet Protection Act, the Children's Internet Privacy Protection Act, Federal Education Rights and Privacy Act, and Apps & Websites Terms of Service. Note: A final assessment must be successfully completed at 80% or better for course credit.

Course Overview Course Content Instructor Notes Discussion

Chapter I: Module 1
Provides an overview and description of the annual LISD required compliance training. [View](#)

Chapter II: Module 2
Harassment, Sexual Harassment, and Respect for Diversity [View](#)

5. View & read each module, and take each practice quiz. If you have a green checkmark by a module, then you have completed that module. You can navigate ALL pages of each module using the blue navigation arrows in the top right corner of each page.

Annual LISD Required Compliance Training 2017-2018

This course is intended to provide training, information and guidance on the topics of harassment, sexual harassment, respect for diversity, bullying, cyber bullying, suicide prevention, dating violence, drug and alcohol awareness, sexting, child abuse, sexual abuse, and health-related topics including: procedures for aiding a choking victim, preventing blood-borne pathogens, and awareness of life-threatening allergies and diabetes. In addition, this year technology security topics have been added to include: mobile device security, phishing, malware, passwords, storing data using cloud services, education records, the Children's Internet Protection Act, the Children's Internet Privacy Protection Act, Federal Education Rights and Privacy Act, and Apps & Websites Terms of Service. Note: A final assessment must be successfully completed at 80% or better for course credit.

Course Overview Course Content Instructor Notes Discussion

Chapter I: Module 1
Provides an overview and description of the annual LISD required compliance training. [View](#)

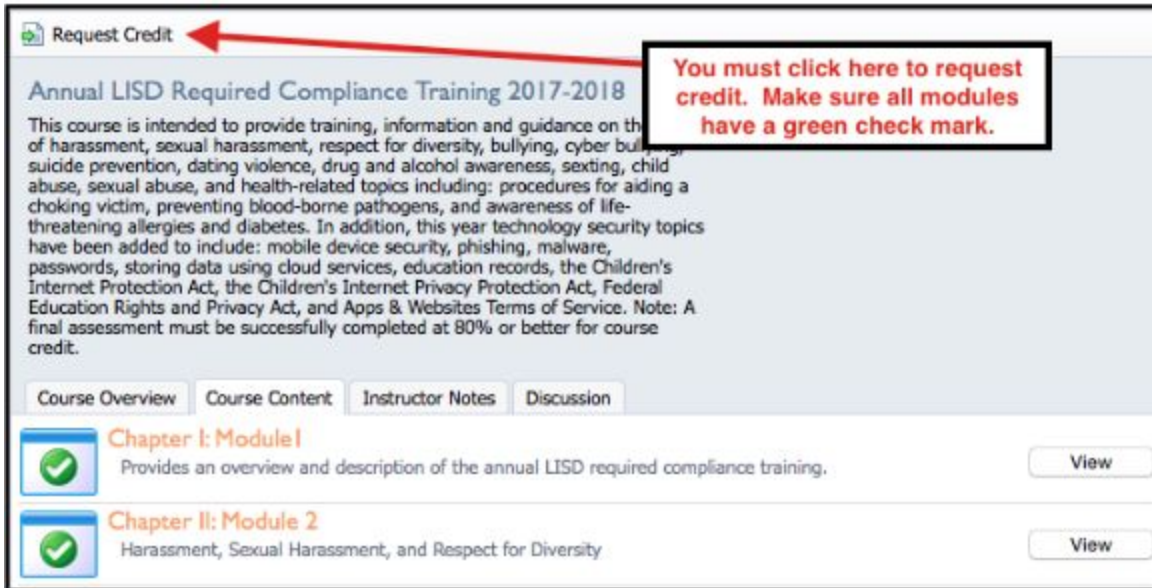
Chapter II: Module 2
Harassment, Sexual Harassment, and Respect for Diversity [View](#)

Chapter III: Module 3
Bullying, Cyberbullying, Suicide Prevention, and Dating Violence [View](#)

6. Take the Final Assessment in Chapter VI for Course Credit.
7. Select Score Assessment in the bottom right hand corner.
8. If you need to come back to it at a later time to finish, repeat the steps in **STEP 2: TAKE THE COURSE**.

STEP 3: REQUESTING CREDIT

1. Return to the **Course Content** main page.
2. Each module will show a green checkmark once completed. Modules showing a pencil indicate the module is not complete, and you are unable to request credit. You must return to the module and ensure ALL module pages have been accessed, and the module quiz is complete.
3. If ALL modules display the green checkmark, select **Request Credit** at the top of the screen.
4. When you select **Request Credit** the message will change to **Create Certificate** if you passed or **Retake Course** if you scored less than 80%. You will have to retake the entire course, not just the quiz.



You can verify course credit by going to Eduphoria Workshop (not STRIVE), then selecting My Portfolio. Under the Portfolio Summary, Total Credits, you will see (Current School Year) LISD Required Compliance Training, 1 Credit listed.

NEED MORE SUPPORT?

- For help accessing Eduphoria, contact the LISD Help Desk at helpdesk@lisd.net or 972-350-1800.
- For help or further clarification on the content of the course or credit, contact the Professional Learning Help Desk at professionallearning@lisd.net or call 972-350-1897.