

Bulk Registration

STEP ONE: Sign-in to your APLD Account **OR** Register with a New Account

<https://azed.geniussis.com/PublicStudentSignUp.aspx>



Registration

Already Have an Account?

- or -

New to the Learning Portal? Create your account below.
By clicking on register, you agree with our Usage Terms.

Register

PLEASE NOTE: By signing up via this portal, your first and last name and email address may be visible to others using this portal. Please ensure that you use an email address that is considered public record, such as your work email address.

Need Help?

Don't see your assigned course?
Can't locate your completion certificate?
Need help with registering a new account?

Visit our Support Site

STEP TWO: From the Dashboard, on the left hand side, click on learner to open the dropdown. Select "Switch to Bulk Nominate."

The screenshot shows the 'Learner Dashboard' for Hannah Rude. The dashboard includes a top navigation bar with statistics: 5 Completed Courses, 0 Page Views, 0 Assignments Completed, and 8 Overdue Courses. The main content area is divided into 'ACTIVE COURSES (Refresh)', 'LEARNING PATHS', and 'PENDING COURSES'. The 'ACTIVE COURSES' section displays several courses with progress bars, all at 0%. A dropdown menu is open on the left side, showing options: 'Logout', 'Switch to Bulk Nominate' (highlighted with a red circle and arrow), 'Request Credit', 'Withdraw from Course', 'Print Transcript', 'External Files', 'Invoices', 'Help', 'Edit Account', and 'Go to LMS'. The URL at the bottom is <https://azed.geniussis.com/LearnerDashboard.aspx>.

STEP THREE: You will be taken to the Bulk Nominate Dashboard. Click "Learners"

The screenshot shows the 'Bulk Nominate - Dashboard'. The top navigation bar includes a search bar, 'All', 'History', and the user name 'Hannah Rude'. The main content area is currently empty. On the left side, there is a dark sidebar menu with options: 'Home', 'Dashboard', 'Edit Account', 'Go to LMS', and 'Learners' (highlighted with a red circle and arrow).

STEP FOUR: Search for the Learners you want to enroll by last name. **THEY MUST HAVE AN APLD ACCOUNT!** They can create on [HERE](#).

Instructions

Step 1: Search for the learners you want to enroll here. If your candidate does not have an account in the system, please encourage them to create one [here](#) from where they can reach ADE Connect account creation page [in the learner search box]

Step 2: Select the section you want to enroll these learners into here.

Step 3: Choose a payment method for your learners here.

1. Choose a Learner

Choose a learner...

2. Choose Courses



Instructions

Step 1: Search for the learners you want to enroll here. If your candidate does not have an account in the system, please encourage them to create one [here](#) from where they can reach ADE Connect account creation page [in the learner search box]

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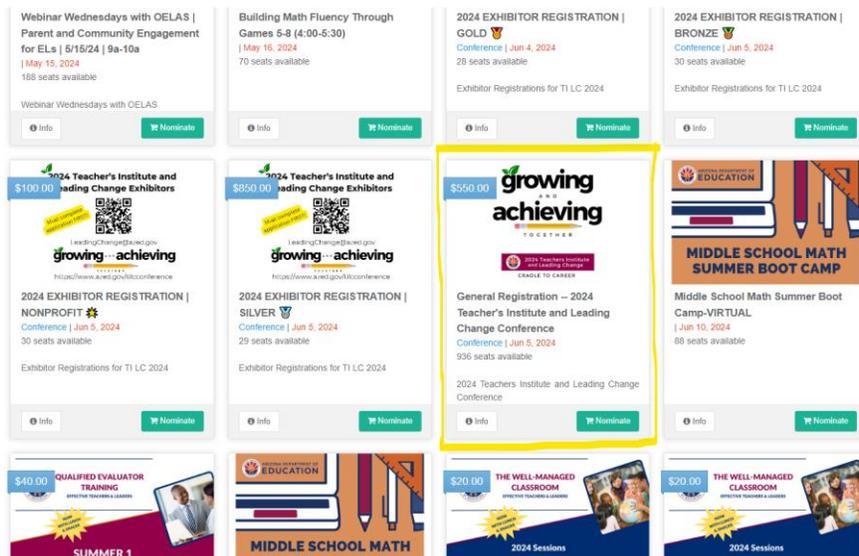
Step 3: Choose a payment method for your learners here.

1. Choose a Learner

Burrows, Linda x Rude, Hannah x Spenceley, Laren x

2. Choose Courses

STEP FIVE: You will need to scroll through all the options until you find General Registration – 2024 Teacher’s Institute and Leading Change Conference.



Webinar Wednesdays with OELAS | Parent and Community Engagement for ELs | 5/15/24 | 9a-10a | May 15, 2024 | 188 seats available

Building Math Fluency Through Games 5-8 (4:00-5:30) | May 16, 2024 | 70 seats available

2024 EXHIBITOR REGISTRATION | GOLD | Conference | Jun 4, 2024 | 28 seats available

2024 EXHIBITOR REGISTRATION | BRONZE | Conference | Jun 5, 2024 | 30 seats available

2024 Teacher's Institute and Leading Change Exhibitors | \$100.00

2024 Teacher's Institute and Leading Change Exhibitors | \$890.00

2024 EXHIBITOR REGISTRATION | NONPROFIT | Conference | Jun 5, 2024 | 30 seats available

2024 EXHIBITOR REGISTRATION | SILVER | Conference | Jun 5, 2024 | 29 seats available

General Registration – 2024 Teacher's Institute and Leading Change Conference | \$550.00 | Conference | Jun 5, 2024 | 936 seats available

Middle School Math Summer Boot Camp | \$200.00 | Conference | Jun 10, 2024 | 88 seats available

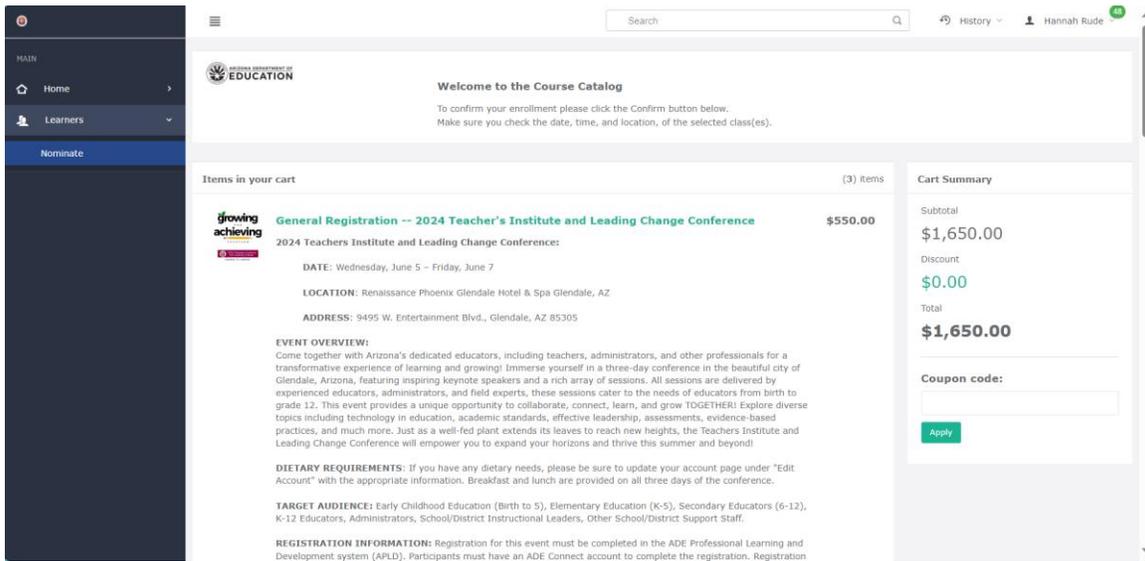
2024 Teacher's Institute and Leading Change Conference | \$200.00

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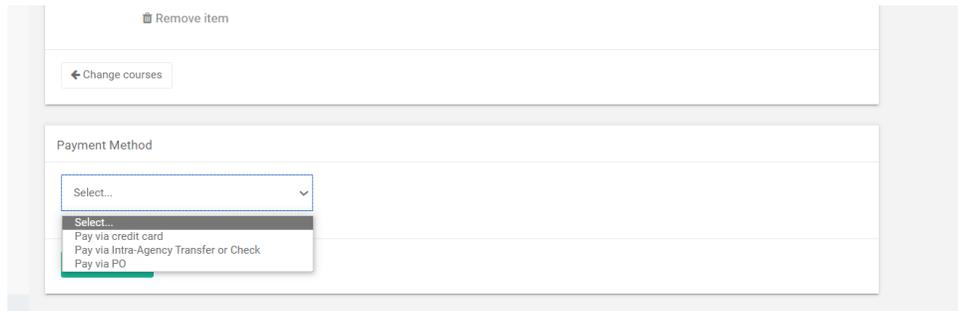
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STEP SIX: Once you have added all of the learners and selected “Nominate” you will be taken to the “Cart Summary” page. Each learner will appear separately. Make sure all learners have been added.



STEP SEVEN: Scroll down to find "Payment Method." There are three payment options, you are going to choose "Pay via credit card" or "Pay via PO." If paying via PO, you will need to have a digital copy and the PO contact name if someone other than yourself.



**** Immediately after registering, you will receive an email stating that your registration is "PENDING" verification of the purchase order or check. ADE will complete the verification process within 10 days. Once the verification process is complete, you will receive another email stating your registration is "CONFIRMED." The confirmation email secures your spot for the conference. Check the TILC Website for directions if you do not receive confirmation. ****