






Digital Learning Days for Employees 2024-2025

All employees who are not assisting with students' digital learning will complete on-line Digital Learning Days for employee courses in PD&E to make up missed work due to school closure. Each Digital Learning Day course for employees includes watching professional learning videos and completing specific instructions to meet the requirements for learning.

Directions for course registration:

1. Login to the Portal.
2. Click on PD&E. 
3. Locate Course Search.
4. Enter the course number in the Course Search box by typing:
 - a. 35019 - TT - Brain Bites - Active Listening (Self-Paced Online)
5. After locating the course, click the blue "Register" button. 
6. Click "Next".
7. Click, "Go to Course" to begin working in the course, or access the course via 
 - a. "My Courses" on your homepage.
8. Follow the directions in the course and complete each of the required components.

****After the course is complete, a check will appear on the PD&E homepage to the left of the course. ****