



# Professional Development Webpage



Go to: <http://www.ero2.eschoolsolutions.com> in an internet browser.

If you come to the screen asking for an Organization's ID, enter (26554) and click "Submit".

If you come to the screen "WELCOME to Marion County Schools" then enter your K-12 email, (...@k12.wv.us)

If it is the first time for you to login - Click on "Don't have a PIN?" to create one. Please write down your PIN. Then click on "Login". If you forget your PIN the next time you try to login, you can retrieve it by clicking on "Forgot your PIN?"

Click on "Course Catalog" from the menu bar at the top. You will see three choices: "Search", "View Schedule Calendar" (This is the easiest one to use) and "Request Out of District Transfer Credit". **The third option is not an option that will apply in Marion County, so DON'T use it.** If you attend something out of the district, then send a copy of (e.g. certificate or transcript with a grade) to Randy Farley and then you will be awarded the proper credit.

If you choose "search", "curriculum category", then click on the "Course Title". At this point you will see all of the information for the course. You will see a "green plus sign with the word Register" on the left. If you click on the "Register" icon, then you can register yourself for that course.

This will bring you to choices for credit types. Choose the credit type of your choice.

There are three kinds of credit: Audit, Required and Stipend.

Required means: the 18 hours required in code and policy for all personnel, shown as "CE" in the school calendar.

Stipend means: training hours you were paid to do outside the school day.

Audit means: training that you attended, were not paid a stipend and didn't need for the 18 required.

If you choose "search", "view schedule calendar", then click on "# Scheduled", "view" and then the "Register" icon, etc.

You can click on "My Transcript" in the menu bar to check your credits.

The above are the basics needed. If you need any other assistance, contact Randy Farley or Heidi Kosik. 304-367-2100 ext. 116 or 117 [rdfarley@k12.wv.us](mailto:rdfarley@k12.wv.us) [hkosik@k12.wv.us](mailto:hkosik@k12.wv.us)

**"The mindset of: STUDENTS FIRST, Professional Development, Self-Reflection and Collaboration with other Colleagues is the means to improving personal professional practice."** Randall Farley