

USING PD360 FOR LICENSE RENEWAL

In September, 2011, the LPDC committee decided to allow CEU's for using PD360 which has been purchased by our district. A person can get up to 6 CEU's (60 contact hours) by watching the videos available and answering the "**Reflection Questions**". The program will document (record) which videos have been watched, along with the amount of time, and indicate that the "Reflection Questions" have been answered. Credit will be given for watching the video one time. When turning in your information for license renewal, you must print a report from PD360 and submit this to the LPDC (see instructions below). This will be your verification which will indicate the number of contact hours you will receive. Ten hours of viewing equals 1 CEU. If anyone purchases college credit through PD360, this will not count toward your 6 CEU's. It will count toward license renewal, but as semester or quarter hours.

The videos provided by PD360 do not have to be pre-approved by the LPDC. This program is designed for educators, and has been purchased by the District. Therefore, all content will be appropriate for license renewal.

TO PRINT THE REPORT:

- Click on Personal Records on the PD360 Homepage
- Type in the date range. Remember the beginning date must be on or AFTER the date your IPDP was approved.
- Make sure PDF is marked in the Format section.
- Click Generate Report.
- In the View Downloads box, click OPEN.
- Print the PDF report.

The LPDC will count the time listed under Seg. Length. The Reflection Questions along with your answers will appear under each video viewed. These questions must be answered in order to get credit for viewing the video.

PLEASE NOTE: The Time Viewed shown at the top left of the report may not be correct if you viewed a video more than once. So please add up the time shown under Seg. Length to get your accurate time.