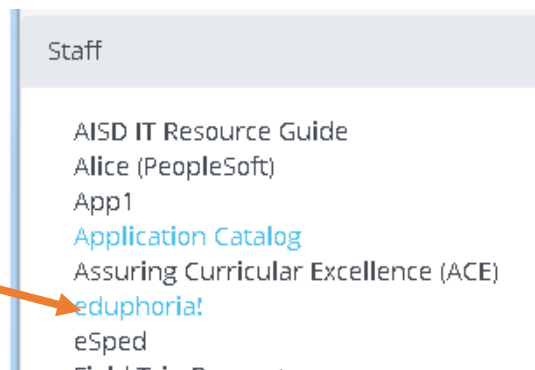


How do I complete the Annual Requirements ecourse when I am already enrolled?

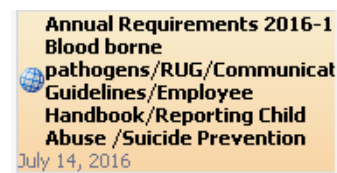
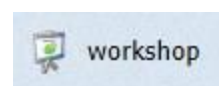
Logging into Eduphoria –

1. From inside the district open Internet Explorer from an AISD computer.
2. Click on the **eduphoria!** link.
3. If outside the district use the address <https://eduphoria.abileneisd.org>.
4. Login using your district username and password.



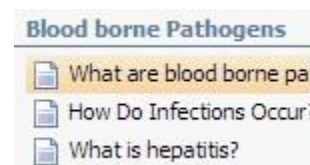
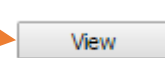
Accessing the eCourse—

1. Click on the “**Workshop**” icon located in the list on the left side of the window.
2. On the left side in the Workshop Tab, click on the “**My Portfolio**” button.
3. In the main window, select the Annual Requirements 2016-17 ecourse:



Completing the Course –

1. Click on the “Course Content” tab
2. Click the “View” button next to a chapter section
3. Read the course material by selecting each page on the left side of the screen.

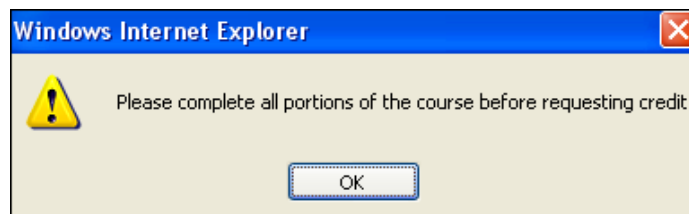


4. After choosing your answers on the “Check-up Questions” pages:
 - a. Click “Score Practice Assessment” in the bottom right hand corner.
 - b. Close the “Check-up Questions” window
5. Complete Steps 2-4 above until each chapter/section has been completed.



Troubleshooting –

1. If you receive a pop-up stating “Please complete all portions of the course before requesting credit”, then click “OK” and go back and complete the course. The course “knows” if you have not read all the pages of information by following the steps in “Completing the Course” and ensure you have read the information on each page before clicking “Request Credit”.




2. If your chapters will not display when selecting “View” to view a chapter section,
 - a. Please make sure that pop-ups are not blocked
 - or
 - b. The new browser window may be opened behind your current browser. Please minimize all open browsers.



How to Turn off Pop-up Blocker in Internet Explorer

1. Select the Tools button from the menu or the Gear, and then click Internet options.
2. On the Privacy tab, under Pop-up Blocker, select or clear the Turn on Pop-up Blocker check box, and then tap or click OK.

To manually allow pop-ups from a site in Google Chrome:

1. At the end of the address bar, click the pop-up blocker icon .
2. Click the link for the pop-up window you'd like to see.
3. To always see pop-ups for the site, select "Always show pop-ups from [site]." The site will be added to the exceptions list, which you can manage in the Content Settings dialog.