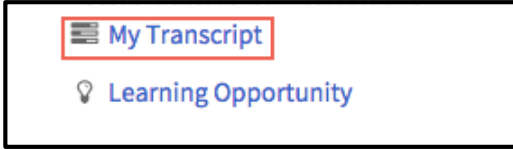
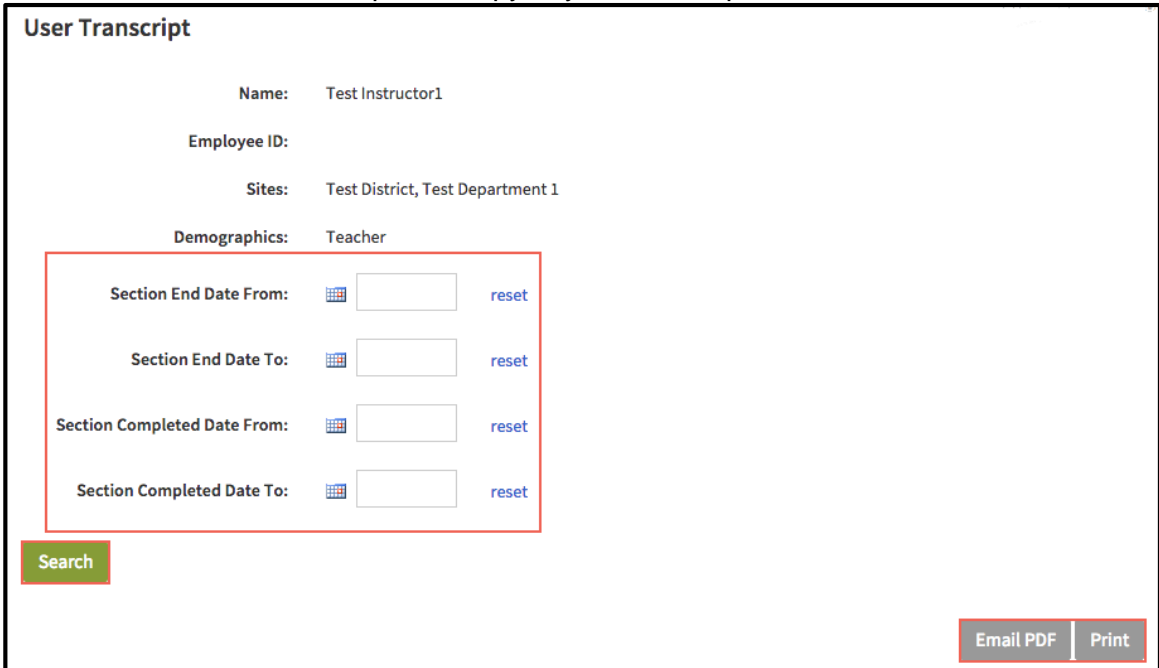


## Transcripts

- To access and view your transcripts, return to the **homepage**.
- Scroll to the **My Courses** channel and click **My Transcript**.



- Your current transcript will display. Use the calendar tool to search for transcript details within a date range and click **Search**.
- Click **Email Pdf** to email a copy of your transcript to selected users.
- Click **Print** to download and print a copy of your transcript.



A screenshot of a 'User Transcript' form. The form contains the following fields and options:

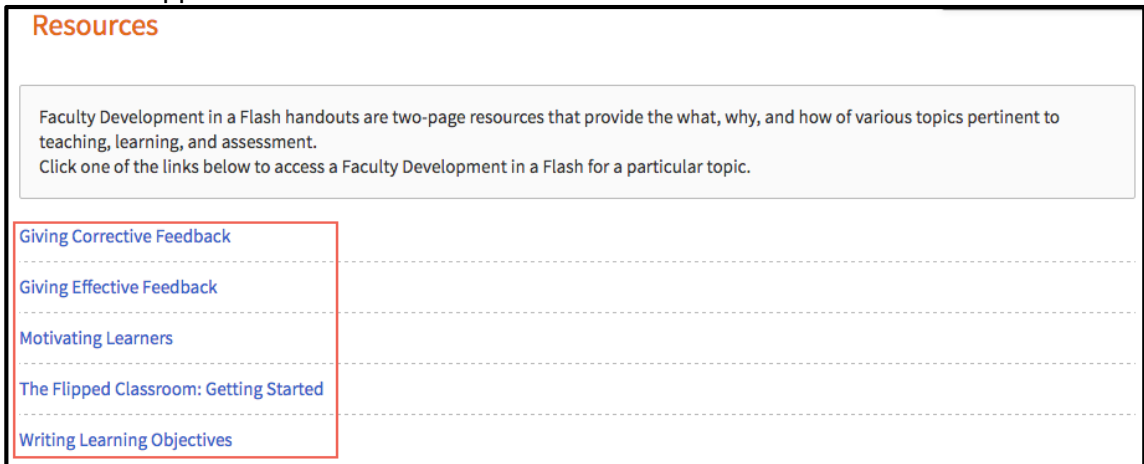
- Name: Test Instructor1
- Employee ID: (empty)
- Sites: Test District, Test Department 1
- Demographics: Teacher
- Section End Date From: [calendar icon] [input field] [reset]
- Section End Date To: [calendar icon] [input field] [reset]
- Section Completed Date From: [calendar icon] [input field] [reset]
- Section Completed Date To: [calendar icon] [input field] [reset]
- [Search] button (green)
- [Email PDF] [Print] buttons (grey)

## Resources

- Click on the **Resources** tab to access



- View the resources provided and access any necessary resource by clicking on the title. A PDF will appear in a new window/tab.



A screenshot of a page titled "Resources" in orange text. Below the title is a light gray box containing the following text: "Faculty Development in a Flash handouts are two-page resources that provide the what, why, and how of various topics pertinent to teaching, learning, and assessment. Click one of the links below to access a Faculty Development in a Flash for a particular topic." Below this box is a list of five blue links: "Giving Corrective Feedback", "Giving Effective Feedback", "Motivating Learners", "The Flipped Classroom: Getting Started", and "Writing Learning Objectives". The first link, "Giving Corrective Feedback", is highlighted with a red rectangular border.