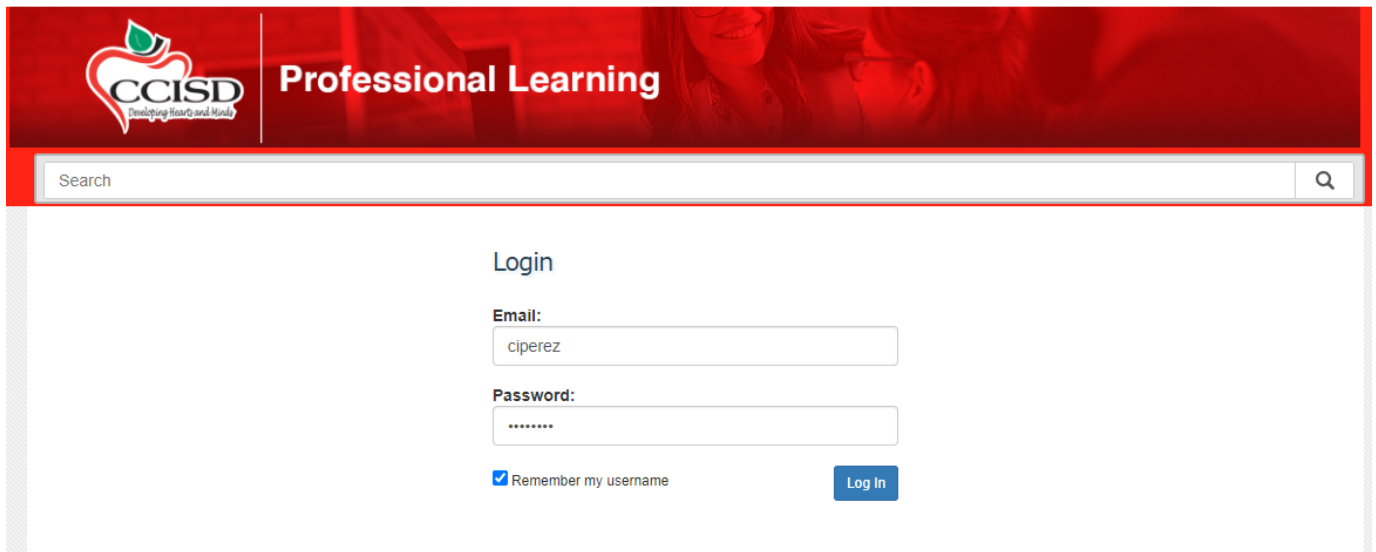


## Logging in to Omni Track

1. Web address: <https://apps.esc1.net/ProfessionalDevelopment/ccisd>

You can also access the website through the portal ([portal.ccisd.us](http://portal.ccisd.us)) District-wide options and in the Canvas backpack - Professional Learning

2. Login – Active Directory Name (Not an email- use the name you use to get into your computer)  
Password – same as your computer log in (Single Sign on)  
*Click on Remember my username*
3. Click Log in (blue box)



The screenshot shows the login interface for the Professional Learning portal. At the top, there is a red banner with the CCISD logo on the left and the text 'Professional Learning' on the right. Below the banner is a search bar with the placeholder text 'Search' and a magnifying glass icon. The main content area is white and features a 'Login' section. This section includes an 'Email:' label above a text input field containing 'ciperez', and a 'Password:' label above a password input field containing '\*\*\*\*\*'. Below the password field is a checkbox labeled 'Remember my username' which is checked. To the right of the checkbox is a blue button labeled 'Log In'.

**The Office of Professional Learning is here to help you, but first please try 3 before me. (Us)**

1. Watch the video
2. Use the Step by step guide
3. Tips for Troubleshooting.

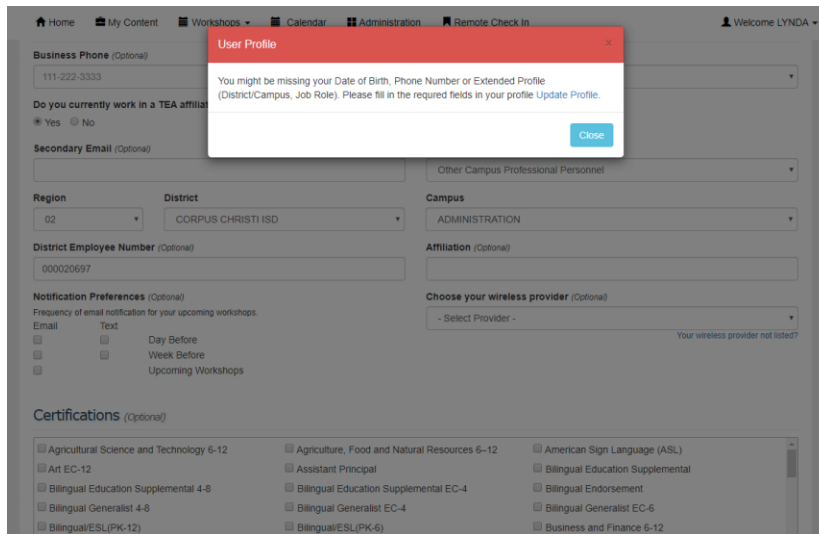
## OMNI TRACK HELP REQUEST FORM

We will respond to your request within 48 hours. Please do not contact the technology help desk. The Office of Professional Learning will be your point of contact for Omni Track.

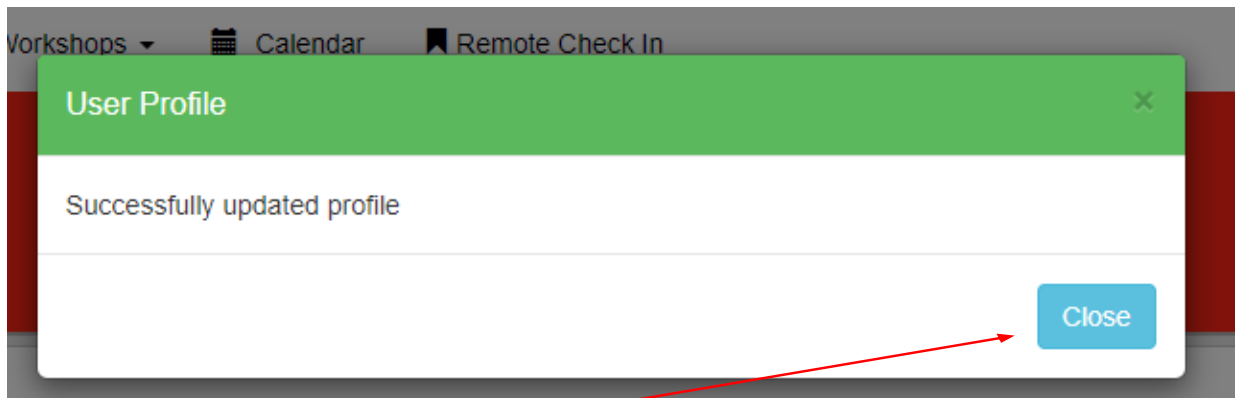
If your profile is missing information, you will be prompted to add the missing fields.  
(#4 Update your profile )

4. **Update your profile – If an updated is not needed, then proceed to #4 (Date of birth, phone number, Job role, Certifications, update password)**

Default password when you forget your password is always 00 and the last four numbers of your ID.



You are looking for this message:

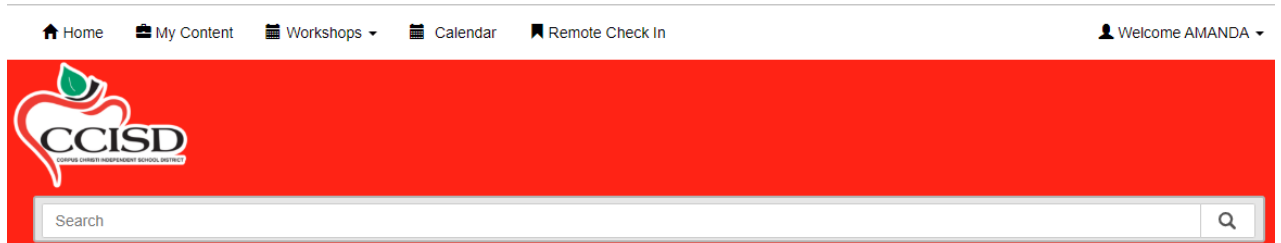


**Click Close**

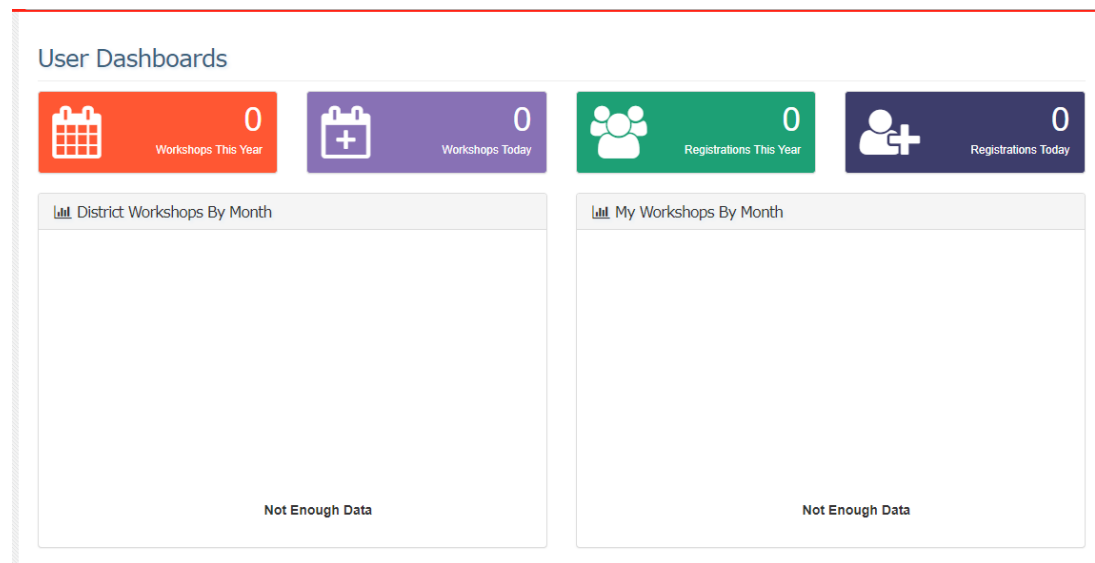
**DO NOT FORGET THIS STEP:**

After you update your profile, you need to refresh or restart the program. It is recommended to Log out and then Log back in. If you fail to refresh or restart, you will be asked to update your profile multiple times.

#### 4. Home Screen Home | My content | Workshops Calendar | Remote Check in

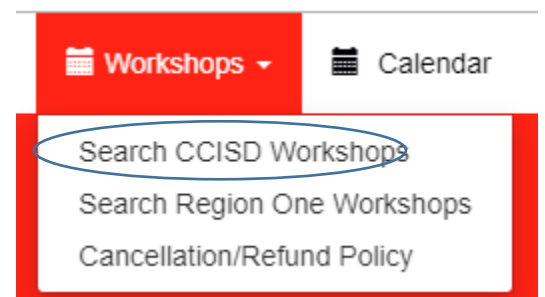


**HOME:** Defaults to Upcoming Workshops  
Open Dashboards – Graphic Representation of your portfolio



**MY CONTENT:** My Calendar  
My Upcoming Workshops  
My Workshop History  
Remote Check in: allows you to sign into a course from a virtual location.

**WORKSHOPS:** Search CCISD Workshops \*\*\*\*  
Search Region One Workshops  
Cancellation/Refund Policy



Search CCISD Workshops will give you a numerical list of sessions.

## Search Workshops

Click here for **Advance Search of Workshops**

All Online Courses

### 154450 - Metro E - Omni Track Training

**Date:** 7/31/2020      **Start Time:** 8:00 AM      **End Time:** 3:30 PM      **Location:** Online Course

*Campus Based Professional Learning*

Max Participants: 50    Min Participants: 1    Current Registered 0

[View Workshop Details](#)

### 154457 - Schanen Estates Omni Track Training

**Date:** 7/31/2020      **Start Time:** 8:00 AM      **End Time:** 9:45 AM      **Location:** Online Course

*This course will model and teach about Omni Track*

Max Participants: 40    Min Participants: 1    Current Registered 0

[View Workshop Details](#)

Advanced Search will allow you to enter a Workshop Number or Title

## Search Workshops

Click here for **Advance Search of Workshops**

Workshop Number

- OR -

Workshop date between

7/28/2020

and

1/24/2021

Title / Description

Subject(s) [Select Subjects](#)

[Search](#)

**CALENDAR:** Calendar allows you to filter by school, room, subject, type

**Important note to consider:** *If a course is created as a District course, then you will not be able to filter by campus. Only campus created courses can be filtered this way.*

**Take some time to practice filtering with the different options.  
(School, room, subject, type)  
Which do you prefer?**

Home My Content Workshops Calendar Administration Remote Check In
Welcome CYNTHIA

## Professional Learning

- Training
- Meeting
- Reserved
- School Leadership
- Department Leadership

- Campus Leadership
- Instructional Support
- Curriculum and Instruction
- Instructional Technology
- Special Education

- Guidance and Counseling (SW, MH,SEL)
- Human Resources | Benefits | Risk Mgmt
- Finance | Payroll | Travel
- Non-CCISD

[Reset Calendar](#)

- Select School -

- Select a Room -

- Select a Subject -

- Select Event Type -

Contact Name or Email

today

### August 2020

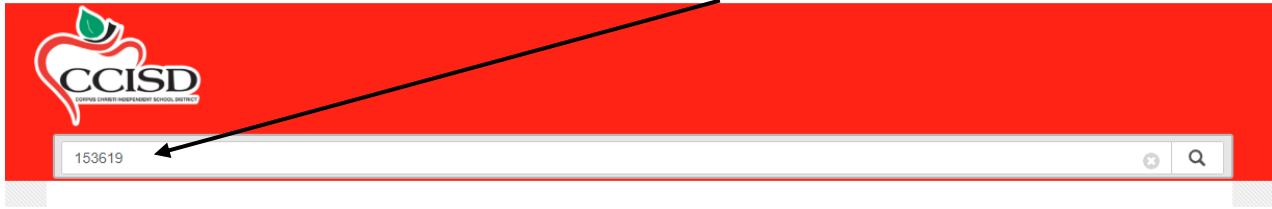
month week day

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	31	1
	<div style="background-color: #0070c0; color: white; padding: 2px; font-size: 8px;">8:30a 154246 - New Teacher Orientation 2020</div>	<div style="background-color: #800080; color: white; padding: 2px; font-size: 8px;">8a 154417 - Principals, AP's and Instructional Coaches Meeting</div>				
2	3	4	5	6	7	8
	<div style="background-color: #0070c0; color: white; padding: 2px; font-size: 8px;">8a 153614 - Berlanga - Capturing Kids Heart</div> <div style="background-color: #0070c0; color: white; padding: 2px; font-size: 8px;">8:30a 154305 - High School Social Studies Job-alike 2020</div> <div style="background-color: #0070c0; color: white; padding: 2px; font-size: 8px;">8:30a 154413 - SEC Special Education Para Fair</div> <div style="background-color: #0070c0; color: white; padding: 2px; font-size: 8px;">8:30a 154920 - CTE Job-alike 2020</div> <div style="background-color: #0070c0; color: white; padding: 2px; font-size: 8px;">8a 153619 - Galvan-Capturing Kids Heart</div>	<div style="background-color: #0070c0; color: white; padding: 2px; font-size: 8px;">12p 155234 - EXCEL-ing Virtually (CKH Zoom Tools Bonus)</div>	<div style="background-color: #0070c0; color: white; padding: 2px; font-size: 8px;">8:30a 154317 - Elementary Guidance Counselors Job-Alike 2020</div> <div style="background-color: #0070c0; color: white; padding: 2px; font-size: 8px;">8:30a 154411 - ES Special Education Para Fair</div> <div style="background-color: #0070c0; color: white; padding: 2px; font-size: 8px;">8:30a 154473 - MOODY HS-Campus PD Aug 5, 2020</div> <div style="background-color: #0070c0; color: white; padding: 2px; font-size: 8px;">8a 153613 - Baker-Capturing Kids Heart</div>	<div style="background-color: #0070c0; color: white; padding: 2px; font-size: 8px;">8a 154998 - Kostoryz- Campus Prep Day</div> <div style="background-color: #0070c0; color: white; padding: 2px; font-size: 8px;">8:30a 154976 - Title I - Instructional Coaches/ITA/CA Districtwide 2020</div> <div style="background-color: #0070c0; color: white; padding: 2px; font-size: 8px;">8:30a 155554 - Driscoll TTESS/</div>		

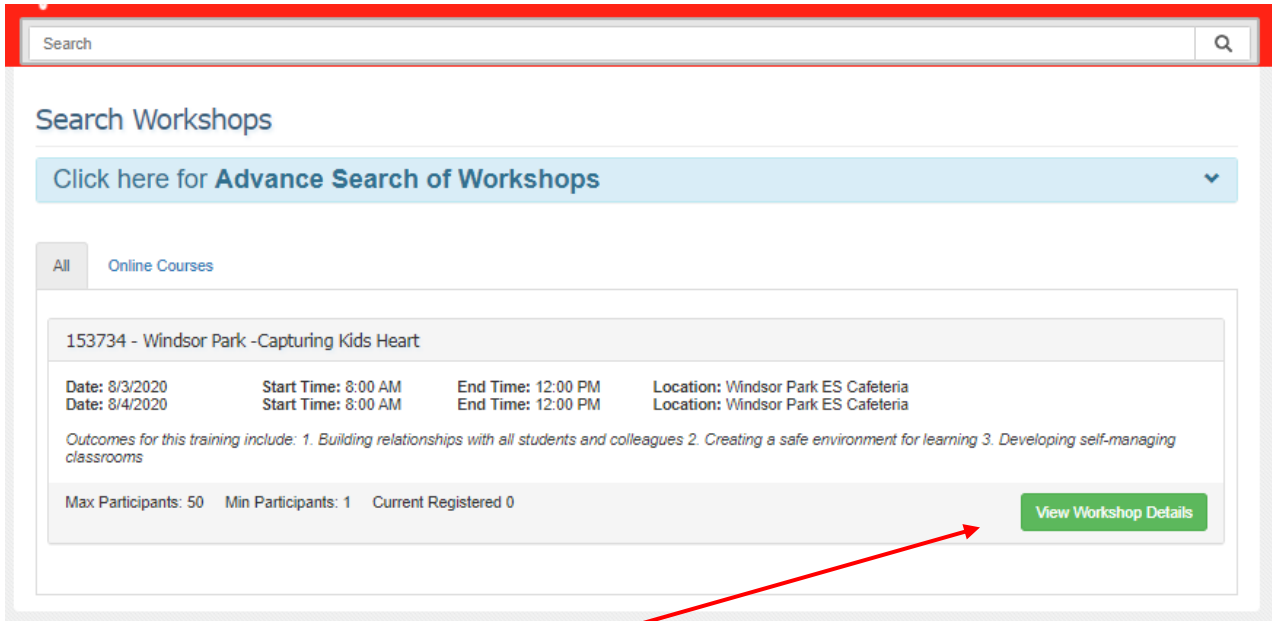
5. Registering for a session

There are several ways to register for a session.

1. Search for the workshop by Id number. If you know the workshop ID number, you can enter the number in the search box.



After you type the 6 digit number press enter. This will take you to the course.



Click on View Workshop Details

Workshop Id	Workshop Title	Complete Attendance not available before workshop starts.			
153734	Windsor Park -Capturing Kids Heart				
<b>Description</b> Outcomes for this training include: 1. Building relationships with all students and colleagues 2. Creating a safe environment for learning 3. Developing self-managing classrooms					
<b>Audience</b> Principal, Assistant Principal, Campus Teachers, ITA					
<b>Fee</b> \$0.00	<b>Max Participants</b> 50	<b>Min Participants</b> 1	<b>Registered</b> 0	<b>CPE Hours</b> 8	<b>Stipend</b> No
<b>Credit Type</b> CPE	<b>Stipend Rate</b> \$0.00	<b>Content Area</b> Behavior Intervention Classroom Management			
<b>TPESS/TTESS</b>			<b>COOPs</b> ...There are no COOPs...		

Click on the green register button

2. If you receive the **hyperlink** to register, click the link and the workshop box will open. Follow the same directions to register.

3. Filter through the calendar to identify the workshop you are looking for and click register.

## You have registered, now what?

From the Top Navigation Bar, click on My Content, and the Upcoming Workshops. You should see your upcoming courses.



Search



## My Professional Development Workshops

[View/Print Transcript](#)

[View/Print Transcript by Date](#)

[View/Upload Out Of District Certificates](#)

[My Calendar](#)

[My Upcoming Workshops](#)

[My Workshop History](#)

[Remote Check In](#)

### My Upcoming Workshops

153734 - Windsor Park -Capturing Kids Heart

Workshop Date(s):

8/3/2020 8:00 AM

8/4/2020 8:00 AM

Registration Status: Approved

Fee: \$0.00

[Drop Registration](#)

[Resend Confirmation](#)

CONTACT NAME	EMAIL	PHONE
JoAnn Velasquez	joann.velasquez@ccisd.us	(361) 695-7506

**During your session, you will be given a remote check in Code. You have 15 minutes before, 15 minutes afterwards, and every minute in between to remote check in.**