

Lead Ohio: Inspirational Leaders

How to Enroll in Activities

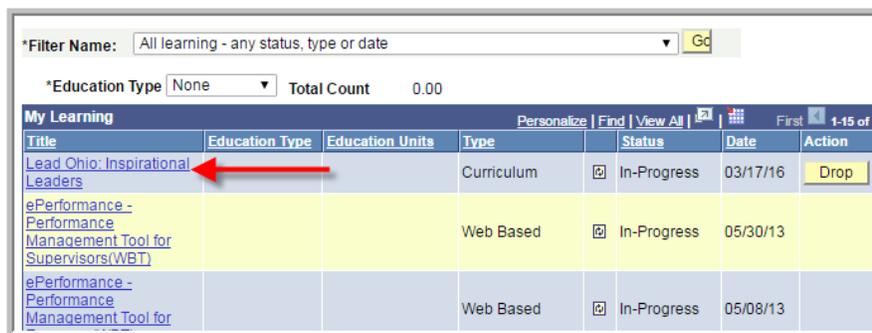
The following are step-by-step procedures on how to enroll in the Lead Ohio: Inspirational Leaders activities to complete your 20 hours to receive your Certificate of Completion.

Note: The online learning “Lead Ohio: Foundations of Supervision Overview” is a required pre-requisite which needs to be completed before enrolling in any other sessions.

Step 1: On myohio.gov, click on **Career Resources** and then click on **All Learning** under My Learning.



Step 2: Click on the **Lead Ohio: Inspirational Leaders** program link.



Title	Education Type	Education Units	Type	Status	Date	Action
Lead Ohio: Inspirational Leaders			Curriculum	<input checked="" type="checkbox"/> In-Progress	03/17/16	Drop
ePerformance - Performance Management Tool for Supervisors(WBT)			Web Based	<input checked="" type="checkbox"/> In-Progress	05/30/13	
ePerformance - Performance Management Tool for			Web Based	<input checked="" type="checkbox"/> In-Progress	05/08/13	

Step 3: Click on **View Enrollment Options**.



Inspirational Leaders Program Options InProgress [Hide Section Requirements](#)

0 out of 2 needed activities have been completed for this section.

Choose from the options within the five (5) focus areas to earn/maintain your Inspirational Leaders certificate. To complete this section complete all required activities.

Section Activities	Required	Not Enrolled	View Enrollment Options
Lead Ohio: Foundations of Supervision Overview	Required	Not Enrolled	View Enrollment Options
Team Building: Building Better Teams (4 hours)	Optional	Not Enrolled	View Enrollment Options
Team Building: Proven Strategies for Improving Team Performance, Fifth Edition - BOOK (1 hour)	Optional	Not Enrolled	View Enrollment Options

Step 4: Click on Enroll.

Note: Many of the learning activities are online resources. If the class is an instructor-led session, it will give enrollment options that list dates and times.

Please note that Activities which appear in bold have multiple Sessions. Click the View Details and Schedule links to view the multiple Session information.

Activity Options for Lead Ohio: Foundations of Supervision Overview							
Activity Code	Type	Start Date	Start Time	End Time	Price		Add to Plan
DAS-LO-199DASASSIGN20160309719	Assignment	03/09/2016			0.00 USD	View Details	Enroll

Click on Enroll

Add Item To Plan

Note: Adding item to plan does not enroll you in the activity.

Step 5: Click Submit Enrollment.

Enroll In Activity

Review Information

DAWNIELLE PIERCE, Trg Pgm Mg, Human Resources Division

Activity Name: [Lead Ohio: Foundations of Supervision Overview](#) Type: Assignment
 Activity Code: DAS-LO-199DASASSIGN20160309719 Contact: --
 Price Per Seat: 0.00 USD Drop Charge: 0.00 USD

Start Date: 03/09/2016 End Date: --
 Last Enrollment Date: -- Last Drop Date: --
 Available Seats: -- Available: 0
 Waitlist: 0

Language: English

Click Submit Enrollment.

* Required Field [Submit Enrollment](#) [Search Catalog](#) [Browse Catalog](#)

You have successfully enrolled in this activity.

Please see Lead Ohio: Inspirational Leaders on **How to Complete the Activity in ELM.**

Enroll In Activity

Enrollment Confirmation

DAWNIELLE PIERCE, Trg Pgm Mg, Human Resources Division

You have successfully enrolled in Lead Ohio: Foundations of Supervision Overview. This change in status will be updated on the All Learning page.

Activity Name: [Lead Ohio: Foundations of Supervision Overview](#) Type: Assignment
 Activity Code: DAS-LO-199DASASSIGN20160309719 Contact: --
 Price Per Seat: 0.00 USD Drop Charge: 0.00 USD

Enrollment Status: Enrolled Confirmation Number: 3387950
 Start Date: 03/09/2016 End Date: --
 Last Enrollment Date: -- Last Drop Date: --

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