

Lead Ohio: Inspirational Leaders

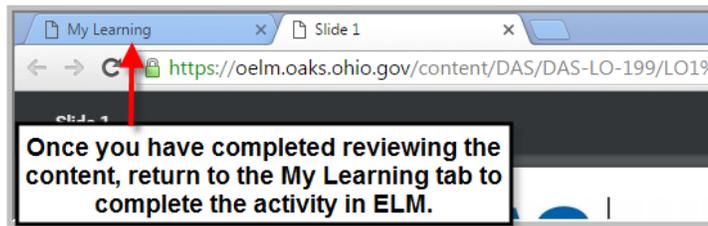
How to Mark the Learning Activity Complete in ELM



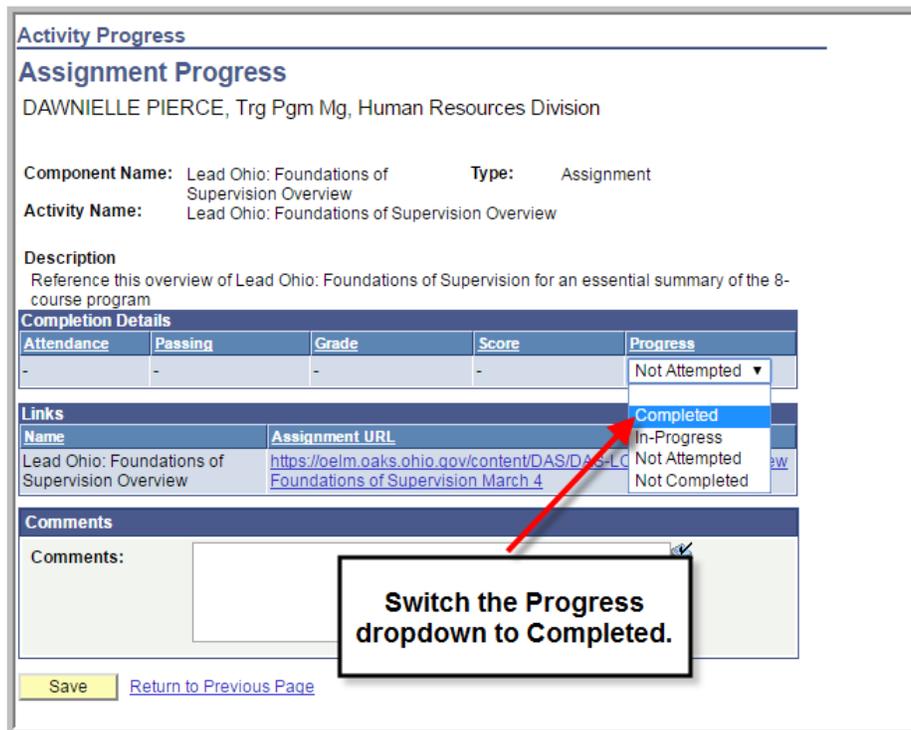
The following are the step-by-step procedures on how to mark the online ELM activities complete for Lead Ohio: Inspirational Leaders.

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

Step 1: Once you have completed reviewing the content in ELM, return to the **My Learning** tab to complete the activity in ELM.



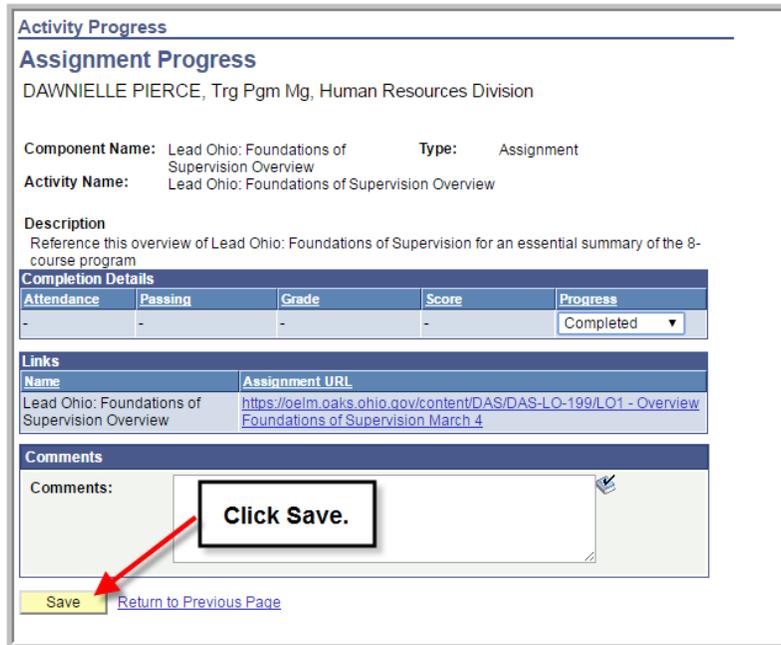
Step 2: Switch the **Progress** dropdown to **Completed**.



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How to Mark the Learning Activity Complete in ELM

Step 3: Click Save.



Activity Progress

Assignment Progress

DAWNIELLE PIERCE, Trg Pgm Mg, Human Resources Division

Component Name: Lead Ohio: Foundations of Supervision Overview **Type:** Assignment

Activity Name: Lead Ohio: Foundations of Supervision Overview

Description
Reference this overview of Lead Ohio: Foundations of Supervision for an essential summary of the 8-course program

Completion Details				
Attendance	Passing	Grade	Score	Progress
-	-	-	-	Completed

Links	
Name	Assignment URL
Lead Ohio: Foundations of Supervision Overview	https://oelm.oaks.ohio.gov/content/DAS/DAS-LO-199/LO1 - Overview Foundations of Supervision March 4

Comments

Comments:

Click Save.

[Return to Previous Page](#)

Step 4: Read the Terms and Agreements, then click the "I agree" button.



Learner Agreement

Terms and Agreements

PLEASE READ THE FOLLOWING:

I acknowledge that when I select "I Agree" and click the Submit button, I will be prompted to enter my MyOhio.gov password. Once the password is accepted, it is considered my e-signature and this indicates I have completed all assignment requirements for this training (ex., mandatory policy training, reading of documentation, etc.), that I fully understand the materials and acknowledge receipt of said materials, and that I have no unanswered questions regarding the assignment and/or any of the materials.

Furthermore, I will not select "I Agree" and click the Submit button if I do have any outstanding questions or concerns. If I do have any outstanding questions or concerns, I will contact your agency EEO (ADA) Coordinator and/or Human Resources Employee.

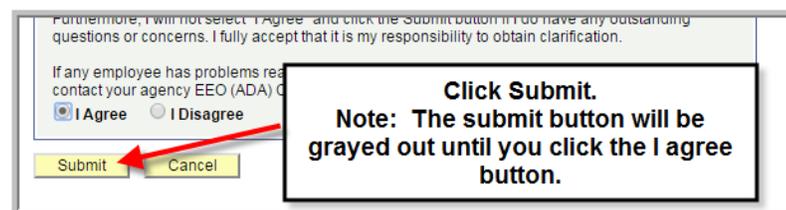
If any employee has problems reading or understanding the materials, they should contact your agency EEO (ADA) Coordinator and/or Human Resources Employee.

I Agree I Disagree

Read the Terms and Agreements and click the I Agree button.

Step 5: Click Submit.

Note: The **Submit** button will be grayed out until you click the "I Agree" button.



Furthermore, I will not select "I Agree" and click the Submit button if I do have any outstanding questions or concerns. I fully accept that it is my responsibility to obtain clarification.

If any employee has problems reading or understanding the materials, they should contact your agency EEO (ADA) Coordinator and/or Human Resources Employee.

I Agree I Disagree

Click Submit. Note: The submit button will be grayed out until you click the I agree button.

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How to Mark the Learning Activity Complete in ELM

Step 6: Enter your myohio.gov/sign-on password.



Verify Identity

To protect your privacy, verify your identity by typing your password. If you are not this user, click **Sign Out**.

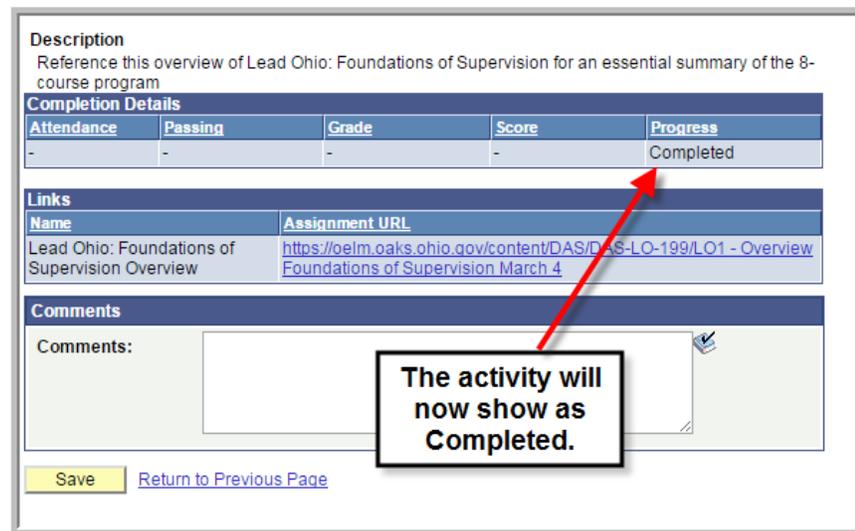
User ID: 10125086

Password: [masked]

Enter your myohio.gov/sign-on password.

Continue Cancel

The learning activity will now show as completed in ELM.



Description
Reference this overview of Lead Ohio: Foundations of Supervision for an essential summary of the 8-course program

Completion Details				
Attendance	Passing	Grade	Score	Progress
-	-	-	-	Completed

Links

Name	Assignment URL
Lead Ohio: Foundations of Supervision Overview	https://oelm.oaks.ohio.gov/content/DAS/DAS-LO-199/LO1 - Overview Foundations of Supervision March 4

Comments

Comments: [text area]

The activity will now show as Completed.

Save [Return to Previous Page](#)