

# How To Access Endorsement Courses on Edivate

1. Register for the desired course on ePDC. (ePDC houses your inservice points)  
<https://www.paec.org/fldata/transcript.asp>

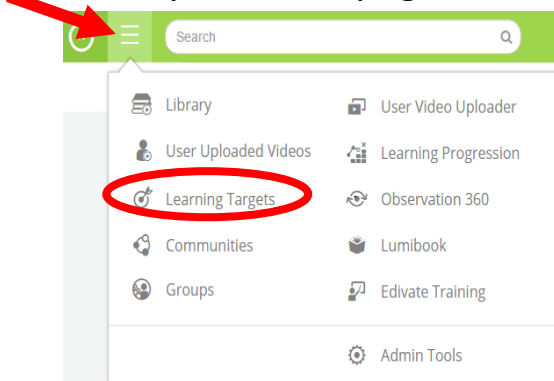
**60 hour in-service endorsement courses on Edivate (Spring, 2017):**

<a href="#">Florida Reading Endorsement Competency 1 WCSD Spring 2017</a>
<a href="#">Florida Reading Endorsement: Competency 2 WCSD Spring 2017</a>
<a href="#">WCSD Florida Reading Endorsement Competency 3 Spring 2017</a>
<a href="#">WCSD ESOL: Elementary Methods of Teaching (spring, 2017)</a>
<a href="#">WCSD ESOL: Secondary Methods of Teaching [Spring 2017]</a>

2. You will receive an email notifying you of your acceptance into the course.

3. Log onto [www.edivate.com](http://www.edivate.com) (Edivate houses the coursework).

4. On your homepage, click the three-lined icon (see image below).



- Select “Learning Targets”
- Select “Courses”

## Learning Targets

[Processes of Me](#)

[Courses](#)

[Portfolio](#)

[Observations](#)

[Catalogs](#)

[Focus Objectives](#)

[Reflection Questions](#)

[Group Tasks](#)

[Micro-Credentials](#)

5. Select the course you registered for via ePDC

\*Follow the steps on page 2 for submitting coursework and receiving in-service points.\*

## **Submitting coursework and receiving in-service points**

- 6.** Select the top folder (titled “Welcome” or “Introduction”) and closely read each document in order to familiarize yourself with the Edivate course requirements and course syllabus.
  
- 7.** Complete the requirements *within each Standard Folder within the allotted timeframe specified in each Standard description.*
  
- 9.** Upon completion of the course, Edivate will generate a certificate of completion. Print/save the certificate of completion for your professional records.
  
- 10.** Submit of certificate of completion in one of the following ways:
  - Send a hard copy of the certificate of completion to the Professional Development Center for review and verification of completion via courier to *Allie Curtis, PDC.*
  - Scan and send an electronic version of the certificate of completion via email to [curtisa@walton.k12.fl.us](mailto:curtisa@walton.k12.fl.us) .
  
- 11.** You will receive an email confirming your course completion/points submission within 2 weeks.
  
- 12.** Log into ePDC to verify your course completion/submission of in-service points towards your transcript.