

STI PD: My Training History

HOW TO RECORD GRADUATE COURSES APPROVED TO EARN ONE LOCALLY APPROVED PROFESSIONAL LEARNING UNIT (PLU)

Login to STI PD

- Select the My History tab at the top of the page
- From the My History page, scroll to the bottom and select the following link:
 - [Submit new training history item for approval](#)
- On the Submit Training History page, enter the course content:
 - **TYPE:** PLU College Course
 - **TRAINING DATE:** Date of course completion
 - **TRAINING NAME:** Course Title, including number (may include the letters, **PLU**, as a prefix)
 - **NOTES:** In this section include the following:
 - Name of the **Alabama** university where the course(s) were completed
 - Sentence: The course will count as one locally approved PLU.
Sentence: See official transcript.

Submit Training History

Enter your training history information below and then click "ADD". Upon approval, this information will be added to your training history list.

Type	PLU Graduate Course
Training Date	05/31/2009 <input type="button" value="pick date"/> (mm/dd/yyyy)
Training Name	EDLD 8220 Personal & Professional Dev.
Notes	Auburn University: This course will count as one locally approved PLU. See official transcript.
Hours	3.0

STI PD™

Official university course title includes the prefix, number, and name of course

Example of a PLU graduate course entered as “OUTSIDE TRAINING” in STI PD

The screenshot shows the STI Professional Development website interface. The main navigation bar includes 'HOME', 'MANAGEMENT', 'REPORTS', 'EMPLOYEES', 'PD TITLES', and 'LOGOUT'. The user is logged in and viewing 'My History'. Under 'My Training History', the 'History to View' dropdown is set to 'OUTSIDE TRAINING HISTORY'. A message states 'No training history has been recorded yet.' Below this, there is a section for 'Training History Awaiting Approval' with a table containing one entry:

Date	Type	Name	Notes	Hours	
05/31/2009	PLU College Course	PLU: EDLD 8220 Personal & Professional Dev.	Auburn University: This course will count as one locally approved PLU. See official transcript.	3.00	modify delete

Below the table, there is a link: [submit new training history item for approval](#). The footer of the page reads: 'STI Professional Development v.6.30.8.0(C) Software Technology, Inc. All Rights Reserved 2003-2009'.

NOTE:

The PLU will be shown under the “OUTSIDE TRAINING HISTORY” and ALL options on the My History page when reviewing the History to View. The training must be approved by the LEA certification officer, STI PD manager or other designee in the school system.

SEE LIST FROM APPROVED COURSES (on ALEX website and in DewPoint)

Auburn University

<http://www.education.auburn.edu/>

Class AA/Education Specialist Courses

EDLD 8220 Personal & Professional Development

- EDLD 8230 Systematic Planning & Budgeting
- EDLD 8240 Trends & Issues in Educational Administration
- EDLD 8250 Organizational Power, Politics & Policy Formation
- EDLD 8270 Leadership in Finance & Management
- EDLD 8300 Curriculum Theory & Practice
- EDLD 8480 Institutional Research & Decision Support
- EDLD 8940 Directed Field Experience

Training History: PLU

STI Professional Development - ALSDE PD Training Site - Microsoft Internet Explorer provided by ALSDE

https://pdweb.alsde.edu/pdweb/

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HOME MANAGEMENT REPORTS EMPLOYEES PD TITLES LOGOUT

My Profile My PD Plans My Sessions My History Communities

My Training History

Start Date: [] End Date: [] Filter by Date Range

History to View: PLU

Session Date	PD Type	PD Title/ Proficiency Levels	Instructor/ Location	Attendance	PLUs	Status
11/06/2009	in-district PD	PLUASIL 2 ACCLD, AEA, Teaching & Learning: MLT & Professional Development Conferences Leadership		Nov6 Nov7 Nov8 Mar15 [x] [x] [x] [x]	in progress	completed course
10/23/2009	in-district PD	PLUASIL 2 SDE ISD Professional Development: Response to Instruction Leadership	Gordon Persons Building	Oct23 Jan22 Mar26 Apr23 [] [] [] []	in progress	currently enrolled
07/01/2009	in-district PD	PLUASIL 3 ACCLD, Leadership and Evaluation SDE, EDUCATEAlabama Leadership		Feb28 [x]	1.00	completed course
Totals:					1	

Check this box to show minimal field info on training history screen

Print Training History

STI PD

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Training History: ALL

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HOME MANAGEMENT REPORTS EMPLOYEES PD TITLES LOGOUT

My Profile My PD Plans My Sessions My History Communities

My Training History

Pending Training History Start Date: [] End Date: [] Filter by Date Range

History to View: ALL

Session Date	PD Type	PD Title/ Proficiency Levels	Instructor/ Location	Attendance	Hours/PLUs	CEUs	Status
11/06/2009	in-district PD	PLUASIL 2 ACCLD, AEA, Teaching & Learning: MLT & Professional Development Conferences Leadership		Nov6 Nov7 Nov8 Mar15 [x] [x] [x] [x]	in progress		completed course
11/06/2009	in-district PD	PLUASIL 1 ACCLD, AEA, Planning for Continuous Improvement: MLT & Prof Dev Conferences Leadership		Nov6 Nov7 Nov8 Mar15 [] [] [] []	in progress		currently enrolled
10/23/2009	in-district PD	PLUASIL 2 SDE ISD Professional Development: Response to Instruction Leadership	Gordon Persons Building	Oct23 Jan22 Mar26 Apr23 [] [] [] []	in progress		currently enrolled
08/12/2009	in-district PD	Becoming an Online Course Facilitator Mastery	Dreilinger, Tom eLearning Alabama	Aug12 [x]	55.00	5.50	completed course
07/27/2009	in-district PD	APTPlus for Beginners Basic Training	WHITE, KIMBERLY GLENCOE MIDDLE SCHOOL	Jul27 [x]	3.00	0.30	completed course
07/27/2009	in-district PD	Wikis, Goggle Docs, and Blogs in the Classroom Basic Training	SHIELDS, MELISSA GLENCOE HIGH SCHOOL	Jul27 [x]	3.00	0.30	completed course
07/01/2009	in-district PD	PLUASIL 3 ACCLD, Leadership and Evaluation SDE, EDUCATEAlabama Leadership		Feb28 [x]	1.00	PLU	completed course
Totals:					62	6.1	

Check this box to show minimal field info on training history screen

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Training History Awaiting Approval

STI PD Entries for ACLD and LEA Approved Professional Studies

As of 01/04/2010

Example 1

Example ACLD and LEA Approved Professional Study Entries

<p><i>Credit type/approval agency/approval number</i></p> <p style="text-align: center;"><u>PD Title Number</u> <i>Must have the prefix of letters in front of the number.</i></p> <p>Format Example: PLUACLD### (no spaces) ACLD Example Entry: PLUACLD095 or LEA Example Entry: PLULEA095</p>	<p><i>Credit type/standard number addressed (1- 8)/approval agency, <u>Name of Agency/LEA, Title of Professional Study</u></i> (space before <i>and</i> after standard number only)</p> <p style="text-align: center;"><u>PD Title Name</u> <i>Must use the format provided in the example.</i></p> <p>Format Example: PLUASIL 1 ACLD, <u>Name of Agency/LEA, Specify Title of Professional Study</u> ACLD Example Entry: PLUASIL 1 ACLD, <u>Madison Educational Consulting, Annual Leadership Conference</u> or LEA Example Entry: PLUASIL 1 LEA, <u>Smithville BOE, Differentiated Instruction</u></p>
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Example 2

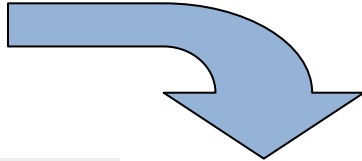
[View of STI PD Screen for example](#)

Add a New PD Title

PD Credits Earned

Select PLU from the drop-down list

Enter the PD Title information in the form below. Then, click "ADD NOW".



PD Title Name

PLUASIL 1 LEA, Smithville BOE, Differentiated Instruction

PD Title Number

PLULEA095 ➔ **Choose and maintain a number sequence to avoid duplication**

Title Content

Select the appropriate Alabama Standard for Instructional Leaders addressed (Example: Standard 1 Planning for Continuous Improvement)

Hours/PLUs

1 ➔ The number of PLUs assigned.

Schedule a New Session for the following PD Title by filling out the form below. Click the "ADD NOW" button when you are ready.

PD Title Number

PLULEA095

PLUASIL 1 LEA, Smithville Board of Education, Differentiated Instruction