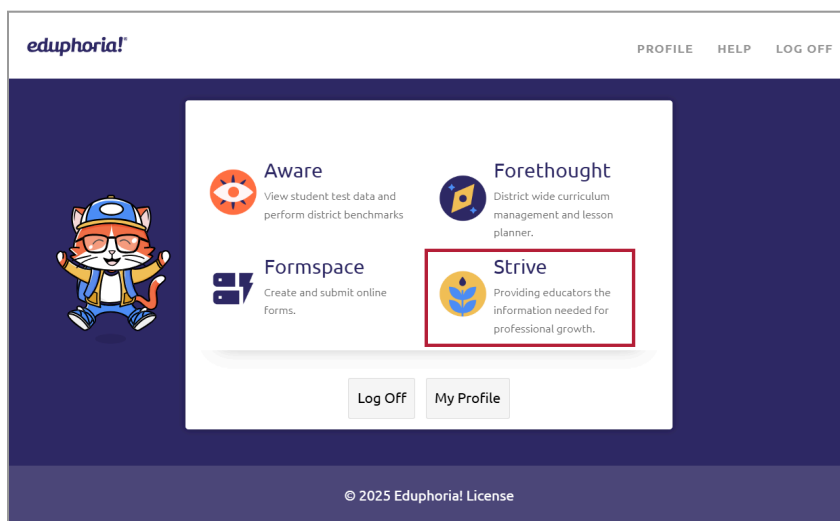


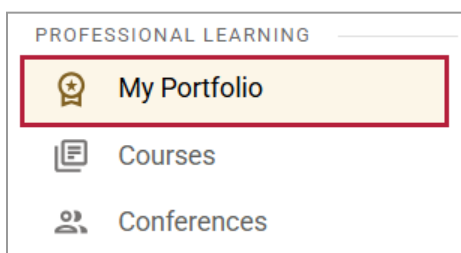
EDUPHORIA STRIVE

Requesting Outside PD Credit

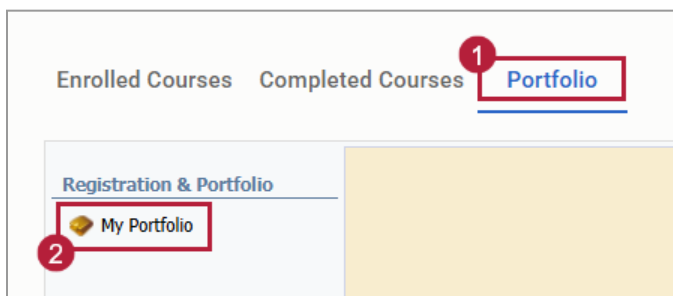
1. Log into **Eduphoria** with your Hays CISD email and password.
(direct link: <https://hays.schoolobjects.com/>)
2. Choose **Strive** on the dashboard.



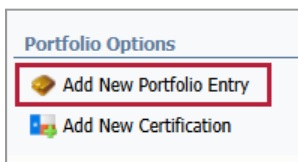
3. Select **My Portfolio** on the left menu.



4. Select the **Portfolio** tab. Then, select **My Portfolio** under Registration & Portfolio to view your professional learning portfolio.



5. Select **Add New Portfolio Entry** to start the process.

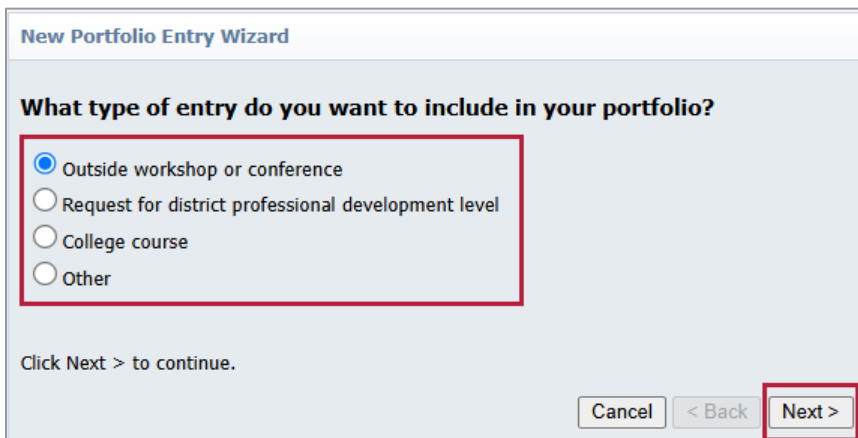


Portfolio Options

☒ Add New Portfolio Entry

☐ Add New Certification

6. Select **Outside workshop or conference**. Then, select **Next**.



New Portfolio Entry Wizard

What type of entry do you want to include in your portfolio?

☒ Outside workshop or conference

☐ Request for district professional development level

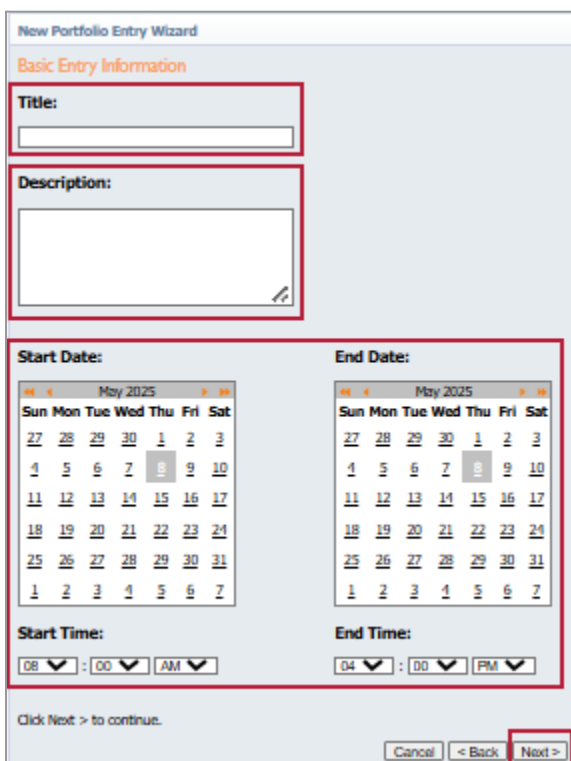
☐ College course

☐ Other

Click Next > to continue.

Cancel < Back **Next >**

7. Enter the details of the professional learning session, including **Title**, **Description**, **Start Date**, and **End Date** with **Times**, then select **Next**.



New Portfolio Entry Wizard

Basic Entry Information

Title:

Description:

Start Date:

End Date:

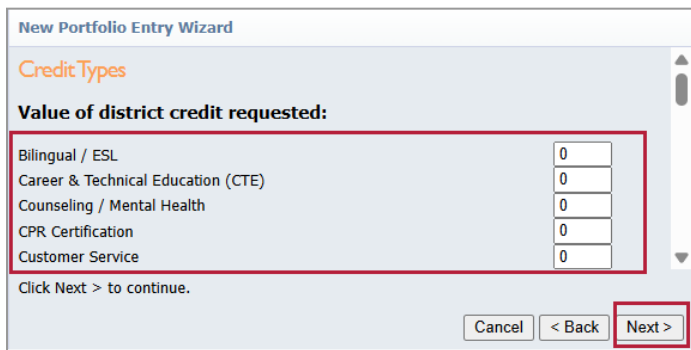
Start Time:

End Time:

Click Next > to continue.

Cancel < Back **Next >**

8. Enter the number of **Credit Hours** for the **Credit Types**. You can enter hours for more than one credit type. Scroll down to view all available credit types. Optional: Enter comments about the credit requested. Then, select **Next**.



New Portfolio Entry Wizard

Credit Types

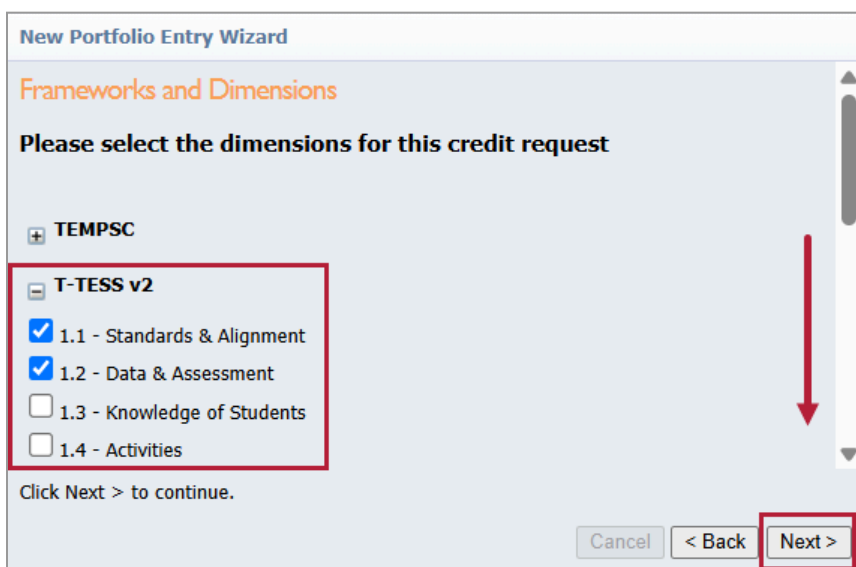
Value of district credit requested:

Bilingual / ESL	0
Career & Technical Education (CTE)	0
Counseling / Mental Health	0
CPR Certification	0
Customer Service	0

Click Next > to continue.

Cancel < Back **Next >**

9. Select the plus sign next to **T-TESS v2**, and select specific **Dimensions**. Scroll down to view the entire list, and select as many dimensions as needed. Then, select **Next**.



New Portfolio Entry Wizard

Frameworks and Dimensions

Please select the dimensions for this credit request

TEMPSC

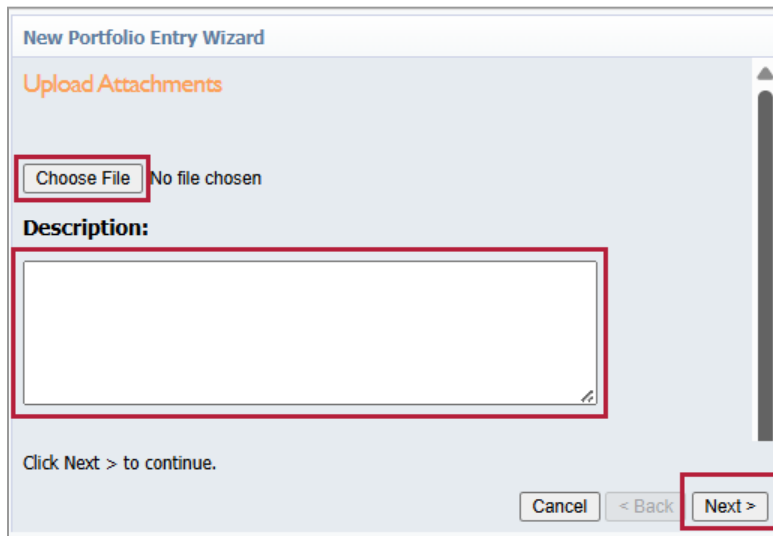
T-TESS v2

- ☒ 1.1 - Standards & Alignment
- ☒ 1.2 - Data & Assessment
- ☐ 1.3 - Knowledge of Students
- ☐ 1.4 - Activities

Click Next > to continue.

Cancel < Back **Next >**

10. On this screen, you can upload files to verify your attendance, such as a certificate. Select **Choose File**. In the window, navigate to the document, and select the file to upload. Include a **Description** of the file. Up to three files may be uploaded. Once you have uploaded the file(s), select **Next**.



10. Select Finish to close the wizard and complete the process. Once you click Finish, it will go through an approval process before it will show as part of your portfolio history. Please note, due to the number of requests entered at the end of summer/beginning of school year, there may be a delay in approvals.

