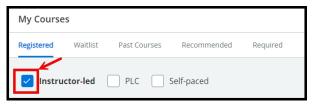


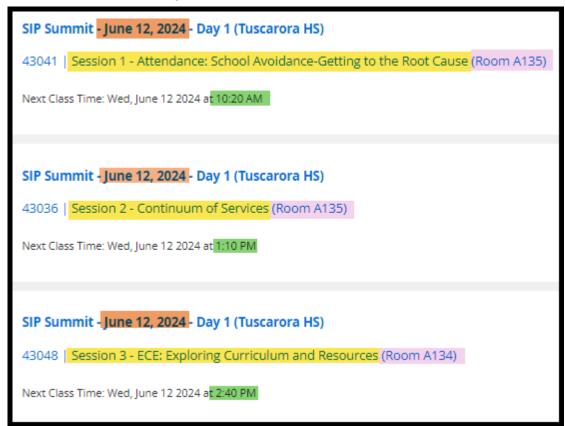
How to Access Your Schedule/Courses

- 1. Log into Unified Talent https://frederick.pl.powerschool.com
- 2. Click on Professional Learning / My Professional Learning / My Courses
- 3. Click the check box next to Instructor-led





4. Look for SIP Summit Day 1 and/or 2. To Print click on Print Screen.



<u>Your other choice is to use the Unified Talent App.</u> If you have the app on your cell phone already, skip to Step 6.

5. Follow directions below to download the **Unified Talent App.**



6. Click the **Unified Talent** app on your mobile device.

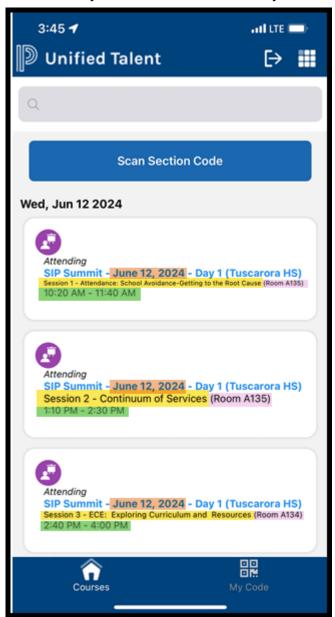


7. Sign in using your FCPS Login Credentials



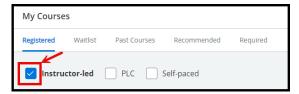
8. Click on **Professional Learning**

9. You will see your schedule for each day



To Change Your Schedule:

- 10. Log into Unified Talent https://frederick.pl.powerschool.com
- 11. Click on Professional Learning / My Professional Learning / My Courses
- 12. Click the check box next to Instructor-led

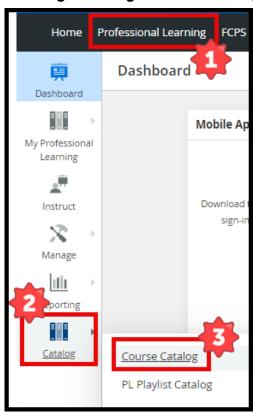




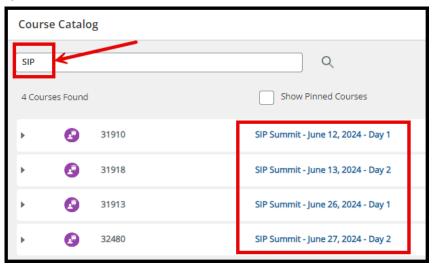
13. Next to the session you want to be removed from, click the 3 dots on the right-hand side



14. Now to sign up for a different training for the same day and session - Click **Professional** Learning / Catalog / Course Catalog



15. Type **SIP** in the search box and hit **Enter**



16. Click on the appropriate date and then click **Section** to see all of the training for that day. Register for another session.



End of How to Find Your Schedule