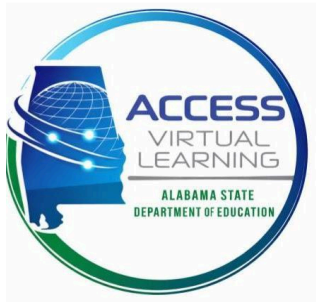




ACCESS Virtual Learning Facilitator Training

If you will be the facilitator, please complete the facilitator training by doing the following:

1. Email your ACCESS Support Center (mcaccesshelp@madisoncity.k12.al.us) with:
 - a. Your first and last name
 - b. Your school district and school name
 - c. Your ALSDE ID number can be found [here](#).
 - d. Your school email address

2. Please register for the facilitator training using the course and section numbers below.

Timeframe for Course/Section	Course #	Section #
Course & Section are available from June 1, 2026, to May 31, 2027 Click here to register for the training.	345665	562173

If you do not know your True North Logic/PowerSchool PD login information, please email schoologyenrollments@alsde.edu and request your login credentials to Professional Learning, alsde.truenorthlogic.com. *For the facilitator who has self-registered: **After you have registered for the training, log out of this website and go to Step #3 below. Do not attempt to log in to the training while on this website.**

3. Once a facilitator has been added to the School Roster page and registered for training, an email will be sent to the facilitator with their login information for ALSDE Schoology.

Facilitators will: Log in to your statewide instance of Schoology alsde.schoology.com. This is where you will complete the annual facilitator training. If you do not remember your login credentials, please email SchoologyEnrollments@alsde.edu and ask for your Schoology Teaching and Learning Platform login.

4. There are two components to the Tri-Annual Facilitator Training.
 - a. Complete the **Student Orientation** - you will have to submit the Student Information document.
 - b. Complete the **Facilitator Certification**. *(A green check mark is an indicator that the training has been completed successfully.)*
 - c. Facilitator training is good for 3 school years.

5. Once Step #4 has been completed, log back into the link in Step #2 and complete the Survey.

(Survey will appear ~24 hours after completion of training.)

(Click "Courses" at top of the screen, then select the survey on the right-hand side of the screen.)