WEBVTT

1
00:00:00.000 --> 00:00:13.228
I'd like to thank you for joining us today for our webinar on using the Missouri developmental disabilities, content, self, registration portal. We frequently refer to that as the D.

2
00:00:13.228 --> 00:00:23.934
Content self registration portal and sometimes we've been known to use the word reliance interchangeably with that. So we're working real hard to make sure that we make that distinction.

3
00:00:24.143 --> 00:00:36.234
And that we're talking about the content self registration portal, this webinar is going to provide a step by step instructions for using that content self registration portal.

4
00:00:37.073 --> 00:00:44.963
We'll start with registration navigation, obtaining certificates and all of those wonderful things. 1, quick housekeeping item.

5
00:00:45.270 --> 00:00:50.759
If you have questions, we absolutely want and encourage you to submit those.

6
00:00:50.759 --> 00:01:02.335
If you will submit those in the chat box, and you said, if you'll send those to all panelists, our presenter will try to address as many of those as she can today during the presentation.

7
00:01:02.604 --> 00:01:16.765
And then we will be sure to provide a question answered document as a follow up whenever we post the recorded webinar. And, as I said, it is a recorded webinar, we will be posting that on our website.

8
00:01:16.974 --> 00:01:31.584
And we will be sending out that link in partnership. With other upcoming email blast so you will be if you have folks that you would like to hear this information, and they weren't able to be on today. That is going to be available.

9
00:01:32.034 --> 00:01:45.084
We currently have 63 people on there and others arriving. So, if it looks like you're alone on the webinar, you are not. And with that, I am going to turn it over to today's presenter.

10
00:01:45.084 --> 00:01:48.625
Christine Connell and I'll let her introduce herself a little further.

11
00:01:51.805 --> 00:02:03.295
Thank you so much, um, I just wanted to basically introduce myself some of you may recognize my name, just from anything reliance related in the past.

12
00:02:03.325 --> 00:02:15.775
Um, but I am the dedicated client success manager for, and I work quite closely with hike and cat, and they asked me to come in today and just give sort of a, uh.

13
00:02:16.110 --> 00:02:23.400
Uh, uh, walk through a 1 on 1 on 1, sort of type course on how to use the.

14
00:02:23.400 --> 00:02:36.715
Content so, registration portal so I'm going to approach it as if you've never seen it before. Um, if you have I apologize, but I just want to make sure that everything is, um, as clear as possible.

15
00:02:37.044 --> 00:02:51.685
And as high commencing please feel free to enter questions in the chat. While I'm presenting it a little hard to toggle back and forth. But once I get through the bulk of the walk through, um, I'll address any questions I can and chat.

16
00:02:52.134 --> 00:03:02.275
Um, I'll also put my email address in the chat, too. In case, you think of questions later on down the road, and I'm going to go ahead and get started.

17
00:03:09.060 --> 00:03:24.030
So, essentially, when you come in to self register into the portal, if you've never been in here before it's going to look something like this, um, you're going to see, uh, a little blurb here about the content.

18
00:03:24.030 --> 00:03:31.020
Portal, we have a little information here. In case you accidentally come in to the.

19
00:03:31.044 --> 00:03:42.715

At the wrong portal versus the employment support portal that we also host for MIT. Um, but to reiterate this 1 is, uh, purely discussing the content portal today.

20
00:03:43.164 --> 00:03:54.264
Um, if you've never created an account before you're going to notice down here under the login button that we have, uh, don't have an account create 1 now option.

21
00:03:54.294 --> 00:04:09.145
So, as soon as you click into that, it's going to bring you into a registration page. Um, there are a number of required fields, you're going to want to enter your 1st, name your last name and you're going to want to create a username for yourself.

22
00:04:09.689 --> 00:04:20.694
I usually recommend just using your email address, because it's obviously something easy to remember, but if you have a common username that you like to use, feel free to use it.

23
00:04:20.694 --> 00:04:34.345
The only, um, caveat will be that if someone else has already previously registered on the portal using the same username, um, the system will bounce it back and you'll need to select something else.

24
00:04:34.735 --> 00:04:41.934
The other thing to be aware of is that the username and whatever password you give yourself are case sensitive.

25
00:04:41.934 --> 00:04:51.144
So if you use capitalization in your username or password, just make sure to use capitalization, when you're actually logging into the system.

26
00:04:52.043 --> 00:04:52.434
Um,

27
00:04:52.463 --> 00:04:56.423
we do also require that you enter an email address,

28
00:04:56.843 --> 00:04:57.233
um,

29
00:04:57.264 --> 00:04:58.283
the reason being,

30
00:04:58.314 --> 00:04:58.944
um,

31
00:04:58.973 --> 00:04:59.783
honestly,

32
00:04:59.814 --> 00:05:07.764
we've noticed over time that quite a lot of you will come into the
content portal and not remember that you already have an account.

33
00:05:08.093 --> 00:05:11.334
Um, and instead of resetting your password.

34
00:05:11.423 --> 00:05:11.634
Uh,

35
00:05:11.634 --> 00:05:12.713
using your email,

36
00:05:12.713 --> 00:05:17.213
a lot of a lot of folks have come in and created duplicate accounts um,

37
00:05:17.244 --> 00:05:18.413
it's not the end of the world,

38
00:05:18.413 --> 00:05:33.204
but it does make it a lot more difficult to make sure that all of your
transcripts and completions are hosted on 1 account so I do recommend
making sure you enter an email address that you use regularly just so you
can reset those

39
00:05:33.204 --> 00:05:33.894
passwords.

40
00:05:33.894 --> 00:05:46.913
If needed, um, the other field that is required is your company name and
that's just to keep everybody sort of streamlined. So we know where all
the learners on this portal are coming from.

41
00:05:48.149 --> 00:06:00.269

You should find your, uh, your company name on this dropdown we have Pre loaded all of them into the system. So the quickest way to do it is just sort of type.

42
00:06:00.894 --> 00:06:12.504
Type your name, and then sort of scroll through to find which 1 obviously 3 that that that example, because there's a lot of them. But, um, as soon as you see your company name just go ahead and select it.

43
00:06:12.954 --> 00:06:21.894
And then you're all set, the system will prompt you to click. I'm not a robot and once you submit, um, you're good to go.

44
00:06:22.223 --> 00:06:28.434
Now, the 1st time you log into the system, it will prompt you to set up some security questions.

45
00:06:28.434 --> 00:06:41.483
And again, that's just in case, you forget your password and the system has to verify whether or not, um, you know, which password that they're giving making sure that you're actually who you say, you are.

46
00:06:41.759 --> 00:06:49.738
So, definitely fill out those security questions as well, but once you're into the system, um.

47
00:06:49.738 --> 00:06:59.184
Basically, your learner dashboard is going to look very similar to this. You'll notice here on the left hand panel. We have a couple of, uh, tabs here.

48
00:06:59.184 --> 00:07:10.283
We have assignments licenses and certifications course library and transcript. You also on the main page here, have a learning and transcript tab as well.

49
00:07:10.588 --> 00:07:23.129
So, when you 1st log in, um, there's a couple of different ways you can go about, uh, accessing a course to take on the content portal. You can either click browse course library.

50
00:07:23.129 --> 00:07:37.199
Which I'm going to do here and you'll be able to see there's 35 courses to select from. If you scroll down the list and find something that you want to take, you would simply click the enroll button.

51
00:07:37.199 --> 00:07:48.119
Oh, I'm sorry I apologize. I just got informed that you were not seeing
my latest screen. Let me go back here to the main learning page.

52
00:07:49.494 --> 00:07:59.514
So once you get your learner, once you sign up for your account, and you
get all your information, put into the registration form and log in this
is the dashboard. You will see.

53
00:07:59.963 --> 00:08:00.324
Um,

54
00:08:00.353 --> 00:08:01.014
like I said,

55
00:08:01.014 --> 00:08:01.553
mentioned,

56
00:08:01.553 --> 00:08:01.913
there's,

57
00:08:01.944 --> 00:08:02.334
uh,

58
00:08:02.363 --> 00:08:03.983
tabs on the left hand panel,

59
00:08:03.983 --> 00:08:16.163
and there's also a couple of tabs here in order to go ahead and get
yourself access to some of the modules on the content portal the easiest
way to do that is to click browse course library.

60
00:08:17.274 --> 00:08:19.343
Once you start browsing through the list,

61
00:08:19.343 --> 00:08:20.694
you'll see here there's 35,

62
00:08:20.694 --> 00:08:23.694
so that's not too many if you want to,

63
00:08:23.694 --> 00:08:35.274
you can simply scroll down the list and go ahead and find which module
you want or if there's something you're specifically looking for you can
key word search as well,

64
00:08:35.274 --> 00:08:36.234
so you could,

65
00:08:36.234 --> 00:08:36.563
um.

66
00:08:38.514 --> 00:08:48.774
Keywords for something to find drill down the list a little bit quicker
but like that being that there's only 35 um, it's it's not too bad to
simply scroll down the list.

67
00:08:48.774 --> 00:08:55.884
But, uh, once you find the module that you're looking, uh, looking to
take, you can go ahead and click the enroll button.

68
00:08:58.318 --> 00:09:10.859
Once you click in roll, you'll see up at the top it says you've been
accepted, successfully registered for your chosen. Course. So if you
click back to my learning, or you can also click assignments.

69
00:09:10.859 --> 00:09:17.249
It will bring you back to this page and you'll now see where before it
was blank. Now there's a course here.

70
00:09:17.933 --> 00:09:32.783
This is the 1 that we just enrolled in. Um, you may want to go right
ahead at this moment and go ahead and click take now and start taking the
module or you may just want to get your dashboard set up. If you're,
you're not ready to take the course right?

71
00:09:32.783 --> 00:09:45.354
Then and there when you enroll, but you want to get everything organized
and ready, you can come back into the browse course library and enroll in
other courses as well as soon as you click that enroll button. It will
bring.

72
00:09:45.989 --> 00:09:51.058
It will bring it over to your my learning page ready for you to take it
any time.

73
00:09:51.443 --> 00:10:01.374
When you are ready to take the course, you're simply going to click the take now button if you decide once you self enrolled in a module, you're like, oh, you know what?

74
00:10:01.374 --> 00:10:03.293
This wasn't the module I thought it was,

75
00:10:03.293 --> 00:10:17.874
or I'm not no longer interested in taking this course you can simply click click the withdraw button and it will get removed off your dashboard so that you can keep things up to date and clear and withdrawn doesn't mean

76
00:10:17.874 --> 00:10:21.413
anything you can always come back into the browse course library,

77
00:10:21.774 --> 00:10:27.083
or you can just use the course library tab here and you can always go back in and roll.

78
00:10:27.083 --> 00:10:29.244
Again. If you change your mind down the road.

79
00:10:30.594 --> 00:10:45.293
So, if we come back into the back to my learning page again, once you go in and you take the course, you take the final exam. If there is 1, you will be given a certificate of completion. Occasionally if it's a reliable course.

80
00:10:45.592 --> 00:10:46.134
Um,

81
00:10:46.163 --> 00:10:49.104
you may be asked to take an evaluation as well,

82
00:10:49.104 --> 00:10:55.823
and that's just so that reliance can get some feedback on how the course was what you liked and didn't,

83
00:10:55.823 --> 00:10:56.153
like,

84
00:10:56.604 --> 00:10:57.083
um,

85
00:10:57.114 --> 00:10:58.583
so feel free to,

86
00:10:58.614 --> 00:10:59.033
you know,

87
00:10:59.063 --> 00:11:01.673
give as much or as little information as you like.

88
00:11:01.703 --> 00:11:13.793
Um, it just requires, I think you answer 1 question so don't feel
overwhelmed if you see an evaluation with 20 or 30 questions, you can
just hit submit after answering the 1st question.

89
00:11:14.754 --> 00:11:25.793
Now, once you've taken a course, you've taken the exam, you've completed
it when you're ready to access your certificate, you can click on the
transcript tab here or the transcript button there.

90
00:11:25.793 --> 00:11:31.644
They both bring you in at the same page, and any completions you have
will be listed here.

91
00:11:31.854 --> 00:11:46.763
It will tell you the date that the course was completed the grade you
received on the final exam and this right here is the certificate icon.
So, you can click print certificate to simply pull up the certificate.

92
00:11:46.852 --> 00:11:59.453
Now. In most cases, these certificates won't be foresee credit. So you're
just going to select certificate of completion, noisy credit and then you
can click print certificate.

93
00:12:01.043 --> 00:12:02.724
If we come back in here,

94
00:12:02.964 --> 00:12:09.114
if there's another reason that you may not necessarily need to pull a
certificate right now,

95
00:12:09.114 --> 00:12:13.854
but you want to print your actual overall certificate or I should say
your transcript,

96
00:12:14.153 --> 00:12:16.464
you can click the print transcript button.

97
00:12:16.884 --> 00:12:30.624
This this will give you sort of an export of all of the courses you've
completed, um, a running total of the training hours and the name of the
course of course, and the completion date and things like that.

98
00:12:31.104 --> 00:12:32.903
So that's just another, um.

99
00:12:33.504 --> 00:12:36.144
Another way you can export a transcript.

100
00:12:36.443 --> 00:12:36.984
Um,

101
00:12:37.104 --> 00:12:38.333
I think in general,

102
00:12:38.333 --> 00:12:43.734
the print transcript is probably particularly helpful for some of you
that may,

103
00:12:43.854 --> 00:12:44.333
you know,

104
00:12:44.364 --> 00:12:52.854
use another learning management system or use reliance outside of the
content portal and want to be able to.

105
00:12:53.514 --> 00:12:58.403
Show proof of proof of completion to an employer um,

106
00:12:58.433 --> 00:12:59.274
you can also,

107
00:12:59.274 --> 00:13:00.083
if you do,

108
00:13:00.083 --> 00:13:03.173
have a reliance portal outside of the content portal,

109
00:13:03.173 --> 00:13:15.413
you can call reliance support and request a transcript transfer and they
can transfer completions that you've completed in your content portal
over to another reliance account,

110
00:13:15.443 --> 00:13:17.844
if you have 1 outside of this portal,

111
00:13:18.504 --> 00:13:21.114
a couple of things that I do want to mention,

112
00:13:21.144 --> 00:13:21.653
um.

113
00:13:21.928 --> 00:13:32.099
That have come up recently, so we just, um, so that you're aware I
figured I would mention it as well. Um, there are a couple of courses on
here.

114
00:13:32.453 --> 00:13:33.354
For the most part,

115
00:13:33.354 --> 00:13:41.333
the expectation is that you definitely take the course from start to
finish in its entirety,

116
00:13:41.754 --> 00:13:46.553
the tools of choice modules specifically if you are going to be taking
those,

117
00:13:46.943 --> 00:13:47.394
um,

118
00:13:47.423 --> 00:13:49.254
do you require that you.

119
00:13:49.974 --> 00:14:00.833
Are 100% on the screen and not doing anything else and the only reason I mention it is because there have been reports from learner saying I did all the modules. I did all the lessons.

120
00:14:00.833 --> 00:14:06.774
I did all the activities within those modules, and the exam is synced. Um, appearing or enabling.

121
00:14:07.859 --> 00:14:19.889
And I personally gone in, um, to these, and, and taking them myself just to kind of get an understanding of of what you can and can't do. And what I've discovered is, even if you.

122
00:14:19.913 --> 00:14:33.083
Move screens to check your email or or leave leave the training for a moment. It won't record that you've completed the activity. So, even though it it, you may think, you know what I sat there. I watched most of it. I'm good.

123
00:14:33.384 --> 00:14:42.953
Um, just be aware that those ones in particular do require that you're 100 engaged with the, with the learning management system during those courses.

124
00:14:42.984 --> 00:14:50.394
Um, I just figured while we do have a larger audience, I would mention that because it does come up from time to time.

125
00:14:52.313 --> 00:15:06.024
Um, in terms of any sort of help or, you know, you may get in here, you're like, you know what I don't remember, um, what I'm supposed to do, or where I'm supposed to go. Um, this tab here navigation help is really helpful.

126
00:15:06.024 --> 00:15:15.053
It's, um, kind of intuitive you can type in a question. Um, it will show you how to print your certificate. It will show you how to print your transcript.

127
00:15:15.443 --> 00:15:25.014
Um, it'll even show you how to add license and certifications, disable pop up blockers. If those things are coming up when you're taking a course, um.

128
00:15:25.403 --> 00:15:40.374
On the content portal you do have the ability to add licenses and
certifications if you want to that's more just part of your learner
profile if you have a professional role with, um, within the state of
Missouri, and you want to add in your license.

129
00:15:40.644 --> 00:15:45.653
Um, the nice thing about it is, if you do have it in here with the
renewal period.

130
00:15:46.433 --> 00:16:00.563
Reliance will just send you a nice reminder that you do have a renewal
coming up. Um, that's not to necessarily say that these modules in the
content portal itself are going to meet that certification.

131
00:16:00.894 --> 00:16:06.803
Um, but it it is, you know, obviously a training dashboard and a, and a
learning management system.

132
00:16:06.803 --> 00:16:20.153
So, if you want to just have an additional, um, additional support on
remembering, when you need to update a particular license or
certification, you can add it into your learner profile. If you wish, um.

133
00:16:20.428 --> 00:16:28.943
If you get in here and, you know, you're stuck or something isn't quite
working and you're not finding the answers you need to the navigation
help.

134
00:16:29.423 --> 00:16:39.234
Um, we do have reliance connect, which is a, a social sort of community
that gives step by step instructions on, using the system.

135
00:16:39.234 --> 00:16:44.573
If you need assistance and you can also contact support through the help
button here.

136
00:16:44.994 --> 00:16:52.283
So there are plenty of plenty of resources and support for you all
occasionally,

137
00:16:52.283 --> 00:16:54.114
if or myself,

138
00:16:54.144 --> 00:17:03.384
or someone from decides that we want to put out an announcement or an
email or a particular attachment that might be helpful to you,

139
00:17:03.384 --> 00:17:11.304
all you may see something under the announcements button here right now
there aren't any announcements that we have on the site so it's blank,

140
00:17:11.334 --> 00:17:12.233
but in the future,

141
00:17:12.233 --> 00:17:13.794
you may see something here.

142
00:17:14.693 --> 00:17:24.834
And obviously, the learning summary here over time, you're going to
probably take a handful of courses. So it will continue to update each
time.

143
00:17:24.834 --> 00:17:30.294
You take a completion um, don't worry too much about the compliance rate.

144
00:17:30.624 --> 00:17:43.284
Um, the way reliance calculates compliance typically is who completes a
module quote, unquote on time, because this is a self registration portal
and you're enrolling yourself into the modules.

145
00:17:43.284 --> 00:17:57.713
There aren't necessarily due dates tracked in this particular system. So
there's never going to be a compliance rate. So, don't worry if your
compliance rate there, um, is blank. It's probably going to be like that
always.

146
00:17:58.463 --> 00:17:59.003
Um.

147
00:17:59.903 --> 00:18:03.384
But in general, that's kind of the overview of the dashboard.

148
00:18:03.683 --> 00:18:14.993
I assure you, once you get your account set up and take a course and
enroll in it and pass the exam and not get a certificate, you realize how
self explanatory it is.

149
00:18:15.473 --> 00:18:22.463
Um, but I will take a minute now to I know that there have been questions
popping up in the chat. Um.

150
00:18:22.769 --> 00:18:30.929
I'm going to go ahead and look at the chat here so I can answer some of
these questions for you.

151
00:18:34.499 --> 00:18:39.209
Told them, Christine, if you want me to read them out. Oh, sure. Yeah.
That would be great.

152
00:18:41.578 --> 00:18:46.469
Do we need to create a log in if we already have access to relies.

153
00:18:47.513 --> 00:18:47.933
Um,

154
00:18:47.963 --> 00:18:48.413
yeah,

155
00:18:48.413 --> 00:18:52.104
so if you have a current reliance account,

156
00:18:52.433 --> 00:18:52.913
um,

157
00:18:52.943 --> 00:18:54.384
you have your own portal,

158
00:18:54.653 --> 00:18:59.663
but you're wanting access to the content unless your,

159
00:18:59.814 --> 00:19:03.354
unless your portal unreliably is tied to,

160
00:19:04.673 --> 00:19:05.304
um,

161
00:19:05.334 --> 00:19:08.814

you are going to need to create your own log in for.

162
00:19:09.624 --> 00:19:21.594
Um, access to the content on the self registration portal if you're interested in exploring what it might look like to get access shared to your reliance portal.

163
00:19:21.834 --> 00:19:25.074
I'm more than happy to talk you through that.

164
00:19:25.104 --> 00:19:26.574
What would look like,

165
00:19:26.604 --> 00:19:26.993
um,

166
00:19:27.023 --> 00:19:28.104
but in general,

167
00:19:28.554 --> 00:19:31.854
we cannot just share out Missouri,

168
00:19:31.854 --> 00:19:34.284
created content to portals,

169
00:19:34.284 --> 00:19:37.374
outside of the reliance setup,

170
00:19:37.403 --> 00:19:41.544
because needs access for reporting.

171
00:19:41.752 --> 00:19:49.463
They need access. If we update a course, or change in exam or out of slide, all of those things kind of come into play. Um.

172
00:19:50.963 --> 00:20:01.493
Off the top of my head I won't know whether your particular reliable account is tied to. Um, but I do, I did put my email address in there.

173
00:20:01.493 --> 00:20:12.653

If you'd like to go ahead and reach out to me, I can take a look and let you know what your best course of action is. But in general, yes, you're probably going to need to create.

174
00:20:13.169 --> 00:20:20.969
An account on the content portal, if you need access to those modules, if they're not on your reliance site that you're currently using.

175
00:20:25.828 --> 00:20:29.669
Do courses download into.

176
00:20:29.669 --> 00:20:36.749
And I can answer that no, they will model automatically download into. You're going to have to manually input those.

177
00:20:37.858 --> 00:20:44.308
Another is, uh, how do we reset a test if an employee has flunked a test twice?

178
00:20:44.308 --> 00:20:48.179
It asks for an administrator to reset.

179
00:20:48.179 --> 00:20:52.919
And I can answer that with that we.

180
00:20:52.919 --> 00:21:02.459
The person that has us build that course into, uh, reliance. They set the number of tries.

181
00:21:02.459 --> 00:21:12.929
For lack of better translation that the number of tries and if say with this 1, they say they sent it to and what they have to do is they have to email myself.

182
00:21:12.929 --> 00:21:18.358
Um, at cat dot Craig dot Gov.

183
00:21:18.358 --> 00:21:21.989
And I will, um, we will have to reset that.

184
00:21:21.989 --> 00:21:26.909
Internally, so that the person can go ahead and take those again.

185
00:21:26.909 --> 00:21:38.939
Another is as a provider, is there a way to have access to my staff who
have completed training without them printing them or sending it to me?

186
00:21:43.019 --> 00:21:54.509
Um, on the content portal no. Um, because it's entirely just a self
registration portal. It's very hands off, um, in terms of providing.

187
00:21:54.509 --> 00:22:07.318
Supervisor permissions and things like that. Um, everybody on the system
is essentially a learner role in the system, which means that no, 1 can
see anyone else's.

188
00:22:07.523 --> 00:22:10.074
Anyone else's completion so,

189
00:22:10.104 --> 00:22:14.304
if you're looking for information on your employees,

190
00:22:14.304 --> 00:22:16.344
who are taking courses on reliance,

191
00:22:16.763 --> 00:22:17.064
um,

192
00:22:17.064 --> 00:22:22.554
we do recommend that they either export the transcript or a certificate.

193
00:22:22.828 --> 00:22:30.358
Um, if they come to you and say, I completed tools of choice or a handful
of other modules, um.

194
00:22:30.683 --> 00:22:45.443
You can reach out to rely a support and request a transcript transfer and
they will transfer completions from the portal to your reliance portal.
If you have 1. um, that would be the only way to see.

195
00:22:46.374 --> 00:23:01.344
Those completions, so you have a couple options there. Um, but we don't
give supervisor permissions to anyone on the content portal itself. So
you wouldn't be able to just log in and look up stuff like you would on a
regular portal.

196
00:23:06.628 --> 00:23:13.528
Another question is, how will we know when we are supposed to take courses required? Mls was due.

197
00:23:13.528 --> 00:23:16.919
By the end of the year, will this be the same.

198
00:23:20.038 --> 00:23:24.298
So this is hike, I'm going to jump in and answer this 1.

199
00:23:25.523 --> 00:23:25.733
So,

200
00:23:25.733 --> 00:23:26.334
with that,

201
00:23:27.443 --> 00:23:28.193
at this point,

202
00:23:28.193 --> 00:23:32.483
if there is any content in there that is required,

203
00:23:32.723 --> 00:23:34.824
that will be outlined elsewhere,

204
00:23:34.824 --> 00:23:38.213
and within your role and functional position and it will let,

205
00:23:38.213 --> 00:23:38.634
you know,

206
00:23:38.634 --> 00:23:40.794
that this is where that course lives.

207
00:23:41.213 --> 00:23:49.584
Because this is a self registration portal. It's not designed to offer up those reminders or.

208
00:23:50.034 --> 00:24:03.263
Anything like that, like, MLS did so for those of you that are part of state staffer and support coronation, even outside of the state that were

required to do certain males courses at 1 point in time. That's not how this portal is designed.

209
00:24:03.413 --> 00:24:17.993
This portal is there so that we can ensure that any content created by the division that needs to be accessed by both internal and external team members that it's there it's available for individuals,

210
00:24:17.993 --> 00:24:19.104
families providers,

211
00:24:19.884 --> 00:24:21.233
depending on what.

212
00:24:21.568 --> 00:24:34.259
What the type of module is so there will not be anything that tells you what you're required to do based on the system itself. It will have to come from your role, your function.

213
00:24:34.259 --> 00:24:41.999
Whatever that guidance is for your particular position. Um, 1 thing that.

214
00:24:41.999 --> 00:24:47.308
I would also mention is that, um.

215
00:24:47.308 --> 00:24:53.969
Kat mentioned if you need to reset by all means, please reach out to her also know that.

216
00:24:53.969 --> 00:25:08.273
You don't have to remember who that particular individual is, you can always use our DD mail at dot dot. Gov. For course. Resets. We do have some modules that have some requirements an example for reset.

217
00:25:08.304 --> 00:25:13.314
And an example of that would be if you are, um.

218
00:25:13.648 --> 00:25:26.453
Part of a tiered support agency, and you are going through the tools of choice modules and the coaching component. There's a, there's a much more robust registration process.

219
00:25:26.814 --> 00:25:32.243

So that taking tools of choice module 1 there's a report ran to see who completed that.

220
00:25:32.243 --> 00:25:35.003
So that they could do the coaching session and so,

221
00:25:35.003 --> 00:25:40.463
and you have to pass that module and if you haven't passed that module within X,

222
00:25:40.463 --> 00:25:41.334
number of attempts,

223
00:25:41.394 --> 00:25:46.703
I don't want to tell you if it's 2 or 3 because I'd have to go off my memory and that's probably dangerous,

224
00:25:47.963 --> 00:25:55.913
but it is to where that we can ensure that all of the right pieces are coming with that coaching component in those modules the same way with.

225
00:25:56.278 --> 00:26:01.318
Um, there's been a couple others where, um.

226
00:26:01.318 --> 00:26:06.388
Wanted to ensure that the individual is actually going back and reviewing the content. So.

227
00:26:06.443 --> 00:26:17.844
Absolutely email cat more than welcome to that but if you forget and saying, oh, gosh, I was supposed to email someone we have that DD mail address plastered everywhere under the sun.

228
00:26:17.844 --> 00:26:22.763
So that that is always an option for you to reach out if you're having trouble. Um.

229
00:26:23.098 --> 00:26:27.628
So, the next question is since I'm on a roll, I'm.

230
00:26:28.463 --> 00:26:31.673
So, this is designed to bring everyone to a universal learning tool.

231
00:26:32.213 --> 00:26:44.304
So, our, our goal is that we can eventually get to a 1 stop shop for, as
many items as we possibly can.

232
00:26:45.864 --> 00:26:55.703
I don't know if you are internal or external based on your question that
you ask. So I can't answer. Answer was complete certainty.

233
00:26:56.003 --> 00:27:07.104
I can tell you that if you are part of the state staff team, there will
still be an internal portal where you will have some requirements that
you'll have to meet.

234
00:27:09.534 --> 00:27:11.604
If you are in support coordination,

235
00:27:12.413 --> 00:27:14.003
our ultimate goal is that,

236
00:27:14.003 --> 00:27:15.864
as we move forward with connection,

237
00:27:16.044 --> 00:27:23.183
as we continue to try to streamline where the modules have been located
as in melt,

238
00:27:23.483 --> 00:27:25.163
going forward to thinkific.

239
00:27:25.943 --> 00:27:29.604
Our goal is that after we get through the connection transition,

240
00:27:29.903 --> 00:27:44.153
that we can continue to house all those trainings in this content portal
portal and know that for those of you that have been following along with
a connection case management system wondering about those demos and
things like,

241
00:27:44.153 --> 00:27:48.023
that this is the portal that those will be located in.

242
00:27:48.773 --> 00:28:00.084

I do want to reiterate what Christine mentioned in terms of. If you are a provider that has portal related or portal that's attached with our.

243
00:28:00.419 --> 00:28:04.618
Portal our being the division, we do push.

244
00:28:05.273 --> 00:28:19.973
That content out to your sub portals so, but if you are outside of that, as she mentioned, we lose the reporting piece and we lose the integrity of maintaining updates. So, I think I have.

245
00:28:20.338 --> 00:28:30.118
So, okay, I'm going to keep going because you tell me your case manager. So again, are you a.

246
00:28:30.118 --> 00:28:35.459
Are you employed by the state of Missouri or are you, um, employed by TCM?

247
00:28:35.459 --> 00:28:41.038
So, I'm gonna I'm going to give the awkward pause.

248
00:28:41.038 --> 00:28:46.378
While she responds.

249
00:28:48.358 --> 00:28:56.548
And this is with Laura. Okay, so you're part of the state team so, State team um.

250
00:28:56.548 --> 00:29:00.628
You're going to you're still going to have.

251
00:29:00.628 --> 00:29:09.659
Um, components that you're gonna have to learn, I'll say this, you'll still have trainings that you'll have to complete um.

252
00:29:09.659 --> 00:29:14.608
Right now, in the males platform, because all state staff is required to do that.

253
00:29:14.608 --> 00:29:22.769
Um, I believe that announcement in this modules got assigned last week is what I saw so not everything is going to leave here at this time.

254
00:29:23.814 --> 00:29:38.153
I do know that dmhc is continually looking at ways to update and
streamline all together so I can't speak to that. But everyone has the
same goal. There's just lots of dominoes to getting us into that 1 same
spot.

255
00:29:38.153 --> 00:29:45.263
And every, once in a while 1 falls sideways, and we got to regroup a
little so, thanks for that question. Thanks for letting me dig through
that.

256
00:29:47.068 --> 00:29:52.199
And I'll stop hijacking now.

257
00:29:55.374 --> 00:30:06.653
No, I, thank you for jumping in your answers were far more eloquent than
mine would have been. Um, were there any other questions cat that I can
help answer right now?

258
00:30:06.983 --> 00:30:14.094
And just to reiterate to you all on the call too, it might be a little
ways up the chat now, but I did enter my email address. So.

259
00:30:14.608 --> 00:30:20.219
You are 1 of those folks that I want me to check on, whether you're.

260
00:30:20.219 --> 00:30:23.338
Current reliance portal is.

261
00:30:23.338 --> 00:30:28.588
Tied to, or if it's a standalone, um, I'm happy to.

262
00:30:28.588 --> 00:30:34.469
Put you in touch with the right people at reliance if it's something you
want to explore. So feel free to.

263
00:30:34.469 --> 00:30:38.219
Um, feel free to email me if you'd like.

264
00:30:40.138 --> 00:30:44.338
1 question that's come up so regarding the tools for change.

265
00:30:44.338 --> 00:30:54.659
It says to meet the requirement, you have to meet with a local
representative to demonstrate your knowledge of the system likely. You
could probably answer this better than I could.

266
00:30:54.659 --> 00:31:04.199
So that goes back to if you are taking that module just to learn more
about tools of choice.

267
00:31:04.199 --> 00:31:17.308
Anyone's welcome to take that module. If you are taking that module as
part of a larger training and learning opportunity, that includes the
coaching component and that.

268
00:31:17.308 --> 00:31:20.608
Your your agency is involved.

269
00:31:20.608 --> 00:31:26.939
In that whole, in becoming a tiered agency then yes.

270
00:31:26.939 --> 00:31:32.548
There there is a local representative component and things like that. So.

271
00:31:32.548 --> 00:31:39.118
What we're saying is anyone can take it, but if you're working toward
being a tiered agency, there are other pieces involved.

272
00:31:39.118 --> 00:31:47.249
And those are outlined on the division tiered support page and I'm happy
to.

273
00:31:47.249 --> 00:31:50.999
To drop a link into the chat for folks if that's helpful.

274
00:32:03.324 --> 00:32:07.673
Christine, can you drop your email address back in the chat again? I
don't know. I do not see it.

275
00:32:10.769 --> 00:32:11.993
Yes, definitely.

276
00:32:21.384 --> 00:32:28.433

Does anyone have any other questions now's the time to ask about reliance and how to use it? Christine.

277
00:32:28.679 --> 00:32:32.818
There's a wealth of information on it and it's it's.

278
00:32:32.818 --> 00:32:38.909
New to a lot of people so now it would be the time to ask those questions. Please put those in the chat.

279
00:32:38.909 --> 00:32:46.409
Um, 1 thing I did failed to mention is that.

280
00:32:46.409 --> 00:32:56.939
There are times that we have folks that may have been in unemployment in the employment, support portal, or the content portal, or they're like, I don't remember what she said or I just need some quick help.

281
00:32:56.939 --> 00:33:03.148
Or a reminder, I'm going to put a link to our education page.

282
00:33:03.294 --> 00:33:05.304
In the chat,

283
00:33:05.933 --> 00:33:07.163
and if you go to that,

284
00:33:07.163 --> 00:33:08.124
there is a,

285
00:33:08.153 --> 00:33:10.134
an accordion there the 2nd,

286
00:33:10.134 --> 00:33:24.683
1 is titled reliance self registration portals and there you can get not only the access the link to each of those portals but there's also written directions for accessing certificates browsing elective

287
00:33:25.284 --> 00:33:27.084
how to register and things like that.

288
00:33:27.084 --> 00:33:36.594

So we'll also be including a link to this webinar there, but these are other resources. So if you're 1 of those folks that have.

289
00:33:37.828 --> 00:33:43.499
Unfortunately, gotten me on the call, I'm trying to get to the content portal.

290
00:33:43.499 --> 00:33:53.699
I usually make folks drive here so that they can have a place to bookmark to get back to it if they need to. So, didn't want to didn't want to lose that.

291
00:33:53.699 --> 00:33:59.909
And then I also promised you a link to the tiered supports page.

292
00:33:59.909 --> 00:34:06.058
And that is the next 1 I am putting in the, in the chatbox.

293
00:34:06.058 --> 00:34:12.509
All right cat I think that's all I have.

294
00:34:17.159 --> 00:34:20.338
I'm not seeing any more questions.

295
00:34:20.338 --> 00:34:25.259
Um, so I'm thinking we're wrapping it up. Um, Christine, do you have anything else?

296
00:34:26.818 --> 00:34:37.318
No, not at this time, like I said, please feel free to save my email. If a question comes up down the road I'm always happy to help as well, but.

297
00:34:37.318 --> 00:34:52.199
For those of you that haven't been in the portal yet, but will be registered. It's very user friendly. Once you get in there. Um, it will be very easy to navigate. So, hopefully the experience you will have on it is a good 1.

298
00:34:52.199 --> 00:35:01.199
Thanks for having me thank you Christine for doing this. Thank you. Everyone for participating in. Today's.

299
00:35:01.199 --> 00:35:09.389

Webinar this is very helpful and again, this will be recorded and posted, um, just in case we missed something.

300
00:35:09.389 --> 00:35:19.378
Do you have any questions please reach out to Christine myself? Or if we have to re, if you need to reset um, go to that um.

301
00:35:20.458 --> 00:35:25.168
Address, uh, to get that reset as well.

302
00:35:26.278 --> 00:35:29.579
And with that, I think we are done, have a great day.