

This Getting Started Guide will show you how to:

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	Enroll in and view on-demand training courses offered by the Technology Transfer Center	-
•	View grades for completed courses	Page 3
•	View, print, or save a certificate of completion for completed courses	Page 4
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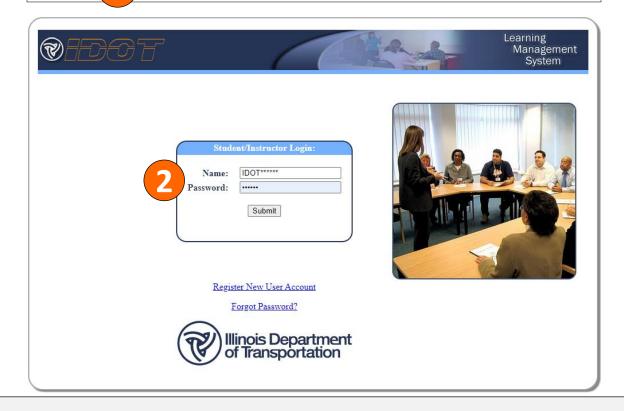
Log into the Learning Management System (LMS)

Page 1

- 1. Navigate to the T2 Center's <u>LMS link</u> in your web browser
 - <u>https://www.ildottraining.org/ihtml/application/student/interface.idot/index.htm</u>
- 2. Enter Your LMS Username and Password
 - Check the most recent email from the Technology Transfer Center showing your certificate of completion of any
 past class for your username and password
 - Contact <u>Barry.Kent@illinois.gov</u> to recover a lost password or for help with creating a new account

(See below for screenshot)

https://www.ildottraining.org/ihtml/application/student/interface.idot/index.htm









Enroll In and Launch an On-Demand Course in the LMS Page 2

- 1. Click Course Catalog on the left-hand navigation menu that appears
- 2. Click View to the right of Illinois Technology Transfer Center Courses
- 3. Click *Select* next to the course you'd like to begin

Course Catalog

- The course should now appear on the *Home* page under *Current Enrollments*
- 4. Click the Launch Course icon for the course you want to view

(See below for screenshots)



Catalog Title	Catalog Description	Browse
BCoN - Bureau of Construction	Bureau of Construction	View
BDE - Bureau of Design & Environment	Bureau of Design & Environment	View
BLA - Bureau of Land Acquistion	Catalog of BLA courses.	View
BLRS - Bureau of Local Roads and Streets	Illinois Technology Transfer Center courses	View
CPO - Chief Procurement Office	Annual Diversity and Inclusion training for State agency purchasing staff and the endse individuals who are identified on the c-list as participating personally and substantially in the award of State contracts (c-list employees).	View
ILDOT Online Registration	Online Registrations; Supervisor approval not required	View
OSHU - Occupational Safety & Health	OSHU - Occupational Safety & Health	View
PRG - Bureau of Programming	Programming	View
SPE - Safety Programs and Engineering	SPE - Safety Programs and Engineering	View

BLRS - Flagger Safety	BLRS - Flagger Safety - PDH=1.5 More info	3	Select	

Current Enrollments filter)elete Enrollment	Launch Course	Information and
BLRS - IDOT Phase 1			Grades
BLRS - Flagger Safety	4	\$₽>	







Viewing grades for completed courses in the LMS Page 3

- 1. Click Student Records on the left-hand navigation menu
- 2. Click the Information and Grades icon Select next to the course title to see your quiz grades
- 3. Course information and grades will appear in a new window. *Scroll all the way to the bottom* of this window to view your quiz grades.

(See below for screenshots)

	Past Enrollment Results(360 Months of history displayed Show all) filter.						
Home	Course / Class Title	٢	Launch	0	Dates and	Completion	G Final
User Information			Course		Grades	Date	Results
Course Catalog	GATE - Generational Differences August 10, 2023 Aug 10 2023 9:00AM - Aug 10 2023 11:00AM IDOT - WebEx					2023-08-10	Completed Satisfactorily
Student Records	GATE - Navigating Your Way Through Travel (IDOT Employees Only) July 6, 2023 Jul 6 2023 1:00PM - Jul 6 2023 2:15PM IDOT -					2023-07-07	Completed Satisfactorily
Class Calendar	WebEx FY2023-232 Flagger Training 06/06/2023 Decatur Jun 6 2023				-	2023-06-06	Completed
Logoff	8:00AM - Jun 6 2023 11:00AM City of Decatur		2				Satisfactorily

		Last Cillor	ment nearnan	
Class Information - Work - Micro	soft Edge	-	o x	
https://www.ildottraining	g.org/ihtml/application/student/class_info.iht	tml?dvar=1&class_id=	:6951 A ^N	
TT - Flagger Training				
training to local agency personnel for the	in work zone safety, Illinois laws and responsibilities, and ir day labor and maintenance activities. It meets requiren) and the Occupational Safety and Health Administration	ments established by the Ma		
FY2023-232 Flagger Training 06/	06/2023 Decatur			Ĭ
Start Date: 2023-06-06 08:00:00.000 End Date: 2023-06-06 11:00:00.000				
Grade Report				
Lamb, Barry P.	This is the course grade book. It contains th the course, individual test/exam results and the course.			
Level	Title Score	Weight		
Total Score	3 100.0	0.0		
Close				
				*

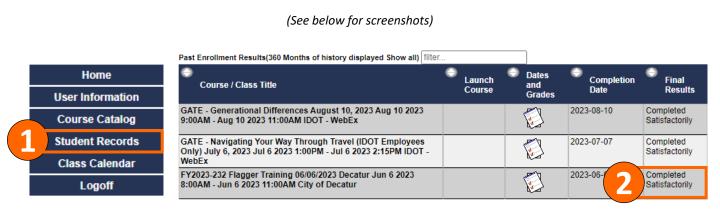






View, print, or save a certificate of completion for completed courses Page 4

- 1. Click Student Records on the left-hand navigation menu
- 2. In the Final Results column, click the Completed Satisfactorily link
- 3. Your certificate showing the completion date and course information will appear in a new window.
- 4. Use the *Print Page* button at the bottom of this page to print your certificate or to save copy to your computer (file will save in the Adobe .pdf format).











Final Notes on using the T2 center LMS

Page 5

- Courses in the T2 Center LMS do not have to be done in one sitting, you may return to your computer to complete the course requirements as your time allows
- You may access the course from anywhere you have an Internet connection
- Currently, T2 center course access works best with a desktop computer and a wired internet connection
- Contact Barry.Kent@illinois.gov to have an account created or to find out your current Username and Password

T2 Email Subscription Service

If you have not already done so, please consider subscribing to our Technology Transfer Center newsletters, training programs and training announcements! We will be releasing The Fall Training Program and Fall Newsletter by email around October 1st and Spring information around February 1st.

- All staff at every level of your organization are welcome to join the email distribution to be kept up to date on FREE trainings and technical assistance in the areas of safety, construction, maintenance, workforce development, infrastructure management and organizational excellence!
- Simply click the link below and place your name with email address in the fields. Be sure to check the box for *dot-t2technologytransfercenter* and you will start receiving emails from the T2 center!

 $https://idot.illinois.gov/transportation-system/local-transportation-partners/county-engineers-and-local-public-agencies/stay-connected.html \label{eq:constraint} https://idot.illinois.gov/transportation-system/local-transportation-partners/county-engineers-and-local-public-agencies/stay-connected.html \label{eq:constraint} https://idot.illinois.gov/transportation-system/local-transportation-system/local-transportation-system/local-transportation-system/local-transportation-system/local-transportation-system/local-transportation-system/local-transportation-system/local-transportation-system/local-transportation-system/local-transportation-system/local-transportation-system/local-transportation-system/local-transportation-system/lo$

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	Email Address:
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	dot-t2technologytransfercenter
	Subscribe

(See below for screenshots)



