



Achieve a New Level of Tech Integration with Teacher Training That Fits your School!

Build confidence using new classroom technology with on-demand, on-site, and virtual professional development made by teachers for teachers.

Getting Started with Trafera PD

Step-By-Step Guide To Accessing Your Resources:

1. Set Up User Access

- When you complete a qualifying purchase from Trafera, your school's domain is automatically whitelisted on Trafera PD, giving access to the platform for your entire staff and faculty.
- If you would like a designated member of your staff set up as a group manager, talk with your Trafera representative. Your group manager will be able to invite and remove users, assign pre-enrolled courses for all domain users and run reports to show engagement, course completion, and certifications across your domain.

2. Inform Your Teachers:

- Spread the word. Let your teachers know about their access to Trafera PD, (see following page for example).
- Have teachers claim their free accounts at learning.trafera.com by clicking "Register Now" and creating a profile.

** Optionally, Trafera can send invites to your school's teachers on your behalf.*

3. Jump Into Learning:

- Complete introductory tutorial.
- Teachers will be pre-enrolled in courses set by the group manager.
- Start learning, earn certificates, explore courses, and earn badges at your own pace.

Tell Your Teachers!

Copy and paste the email below to send to your school's teachers to get them started with TRAILS.

Subject: Unlock Your Access to Trafera PD Today!

Dear [Teacher's Name/Staff],

We're thrilled to announce that we have taken an exciting step to uplift, inspire, and innovate our classroom experience. All teachers at [Your School's Name] now have access to On-Demand Trafera PD: an online library of courses and modules aimed at building confidence in teaching with technology.

Here's how to get started:

1. User Set-Up:

- Visit learning.trafera.com.
- Click on "Register Now" and fill out your profile using your school email.

2. Dive Into Learning:

- After registering, you'll find an introductory tutorial waiting for you.
- You'll also discover a number of pre-enrolled courses to kickstart your journey.
- Learn at your pace, earn certificates, and bring innovative ideas back to your classroom.

We're committed to ensuring every educator at [School/Institution's Name] has the tools and training to make the most out of our technology resources. So, don't wait – embark on this learning journey and harness the full potential of your new tools!

If you encounter any challenges or have questions, please don't hesitate to reach out to [IT Support/Helpdesk Email or Contact].

Warm regards,

[Your Name/Principal's Name]
[School/Institution's Name]