

TTAC Online User Guide

Introduction to the Home Page



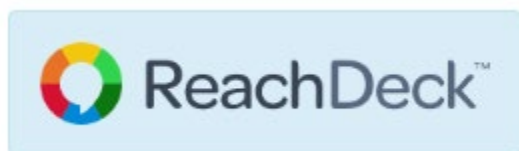
This is the heading of the TTAC Online homepage that includes the TTAC Online logo and tagline: A community sharing resources to educate students with disabilities. In the upper right corner is Help, Register and Log in and beneath that is 3 Text Size choices. The main site navigation includes: Home, My TTAC Online, VA Projects, VA Assessment, Disability Info, Resources, Events and Online Training.



[Explore Highlighted Virtual Professional Development Opportunities](#)

Explore Highlighted Virtual Professional Development Opportunities

This link on the homepage opens a listing of webshops and eWorkshops that might be of interest.

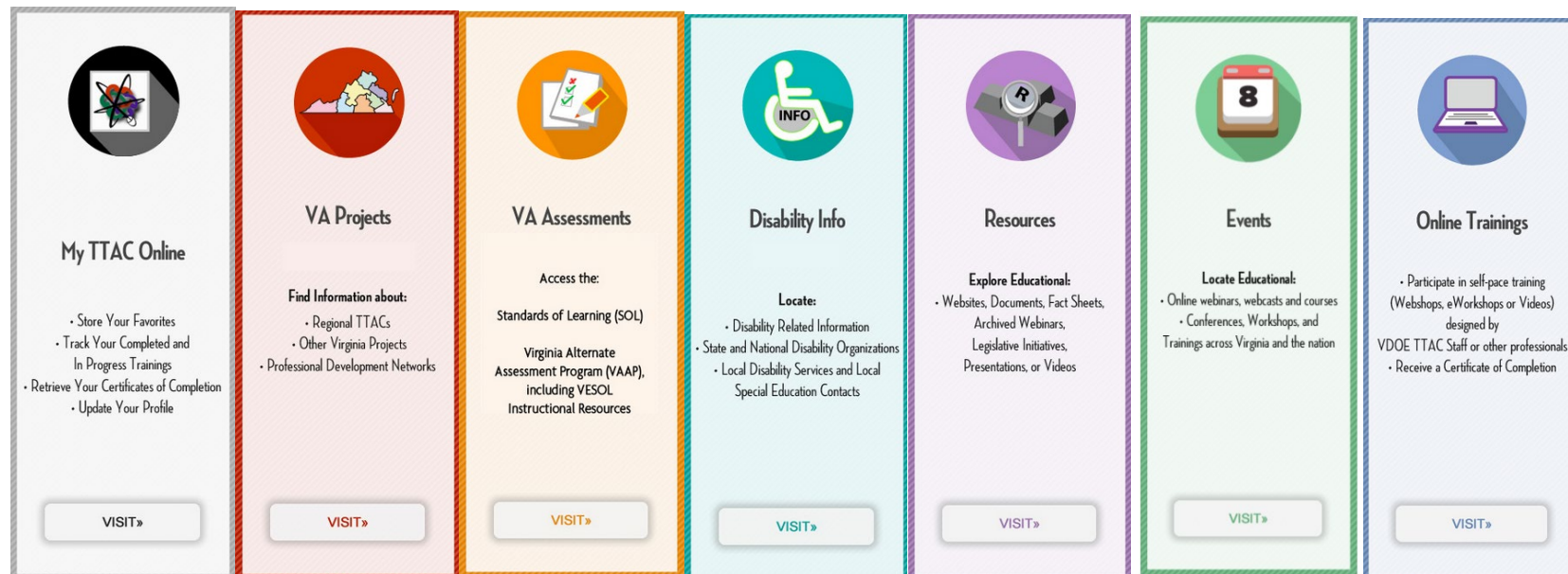


[ReachDeck Toolbar](#)

This adds text to speech read aloud, whole page translation into over 100 languages and other reading support tools to this website.

Left Panels

On the left side of the homepage, there are panels that change each time you open the site.



The panels include the following information:

- [My TTAC Online](#): Store your favorites, Track Your Completed and In Progress Trainings, Retrieve your Certificates of Completion and Update Your Profile
- [VA Projects](#): Find Information about: Regional TTACs, Other Virginia Projects, Professional Development Networks
- [VA Assessments](#): Access the: Standards of Learning (SOL), Virginia Alternate Assessment Program (VAAP), including VESOL Instructional Resources
- [Disability Info](#): Locate: Disability Related Information, State and National Disability Organizations, Local Disability Services and Local Special Education Contacts
- [Resources](#): Explore Educational: Websites, Documents, Fact Sheets, Archived Webinars, Legislative Initiatives, Presentations, or Videos
- [Events](#): Locate Educational - Online webinars, webcasts and courses, conferences, workshops and trainings across Virginia and the nation

- **[Online Training](#)**: Participate in self-paced training (Webshops, eWorkshops or Videos) designed by VDOE TTAC Staff or other Professionals, Receive a Certificate of Completion

Check It Out

In the middle of the homepage is Check it Out, which is made up of five sections where events, resources and online trainings are highlighted. These items change frequently.

Informational Boxes

On the right side of the home page are boxes that rotate each time you refresh or reopen the site.



- Top Box (with arrows to go back and forth) includes a logo or picture that links to LEADS, AIM (Accessible Instructional Materials)-VA (GMU), Behavior Toolkit (ODU), Autism Center for Education (VCU), VA Assistive Technology Network, Disability Services, Special Ed Contacts, I'm Determined (JMU), Center on Transition Innovation (VCU)



- Middle Box (with arrow to go back and forth) includes a logo or picture that link to the Regional TTAC page as well as to each of the 7 regional TTACs: GMU TTAC, JMU TTAC, ODU TTAC, RU TTAC, VCU TTAC, VT TTAC and Wm & Mary TTAC.



- Bottom Box (with arrow to go back and forth) includes a picture that links to FAQ, TTAC Online User Guide, TTAC Online Flyer, and VA Family Handout.

How to Register/Create Account

- [Creating an account on TTAC Online](#) provides:
 - access to all of the webshops and eWorkshops on Online Training,
 - access to your My TTAC Online Account (where your favorites and your certificates of completion are stored)
 - Fast Facts, a monthly e-newsletter.



- In the upper right corner of the homepage is the link to Register.
- Click on Register and then complete the online form.
 - You will be asked to add your email address as your username and to create a password.
- After you submit the completed form, you will receive the following message:
 - "Thank you for filling out the registration form on TTAC Online. There are two more steps that you

must complete. An email which contains an account activation link has been sent to the email address that you provided.”

- Please do the following:
 1. Login to your email account
 2. Click on the activation link in the email to complete the registration process

How to Log in



- Click on Log In and enter your Username (Email Address and Password)
- Under the log in button, there are two links.
 - One link for Don't remember your password? if you need to change your password.
 - Another link to Create an account.

When You are Logged in

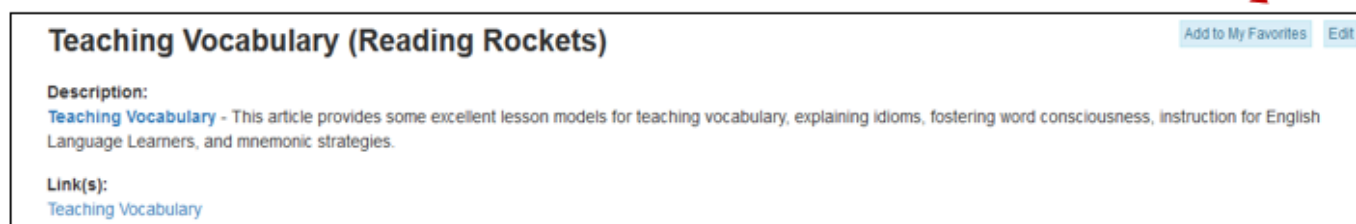
You can:

- Change your Username
- Change your Password
- Manage your Profile
- Go to your My TTAC Online Account
- Complete Online Training: Webshops and eWorkshops

What is My TTAC Online?

- This is your personal location where you can find:
 - **Account Information:** View and/or change your Account Information
 - **My Favorites:** Click on “Add to Favorites” (upper right side of a posting) and add an Event, Resource or Online Training to your “My Favorites” section.

Resource Example:



Teaching Vocabulary (Reading Rockets) [Add to My Favorites](#) [Edit](#)

Description:
[Teaching Vocabulary](#) - This article provides some excellent lesson models for teaching vocabulary, explaining idioms, fostering word consciousness, instruction for English Language Learners, and mnemonic strategies.

Link(s):
[Teaching Vocabulary](#)

- **Webshops in Progress:** Find your Webshops in Progress and be able begin again where you left off
- **eWorkshops:** Review the eWorkshops and the component webshops that are in progress
- **My Certificates:** This is where your certificates of completion for any webshop are stored.

How to Search the Entire Site



Search Entire Website for... [Search](#)

[Help](#) | [Register](#) | [Log In](#)

Text Size: A [A](#) [A](#)

 **TTAConline**
 A community sharing resources to educate students with disabilities

- This “Search Entire Website for” box examines all of the sections of the website.
- Type in the topic or item that you are searching for
- The search results are color coded to the sections of the site (e.g., Resources have a purple square beside the title and Events have a green box beside the title).

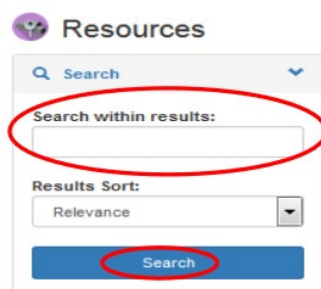
How to Search a Particular Topic



- On the main site navigation, hover over VA Projects, VA Assessment, Disability Info, Resources, Events and Online Training to see drop down menus with various categories and some topics have sub-categories.
- For example, Resources includes:
 - [Assistive Technology](#)
 - [Behavior/SEL](#)
 - [Concussion/TBI](#)
 - [Curriculum & Instruction](#)
 - [Early Childhood](#)
 - [High-Leverage Practices \(HLPs\)](#)
 - [Literacy \(Reading & Writing\)](#)
 - [Math](#)
 - [Professional Resources](#)
 - [Related Services](#)
 - [Transition Planning](#)
- Pick a topic from one of the drop-down menus

Refine Your Search

On the left margin, you can refine your search in a variety of ways.



Resources

Search

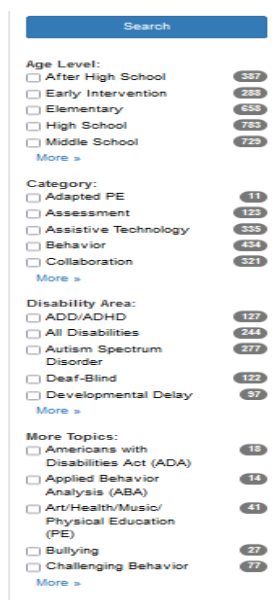
Search within results:

Results Sort:
Relevance

Search

1.

Type in a topic in the “Search within results” box and click Search



Search

Age Level:

- ☐ After High School 387
- ☐ Early Intervention 288
- ☐ Elementary 658
- ☐ High School 763
- ☐ Middle School 129
- [More >](#)

Category:

- ☐ Adapted PE 11
- ☐ Assessment 125
- ☐ Assistive Technology 335
- ☐ Behavior 434
- ☐ Collaboration 321
- [More >](#)

Disability Area:

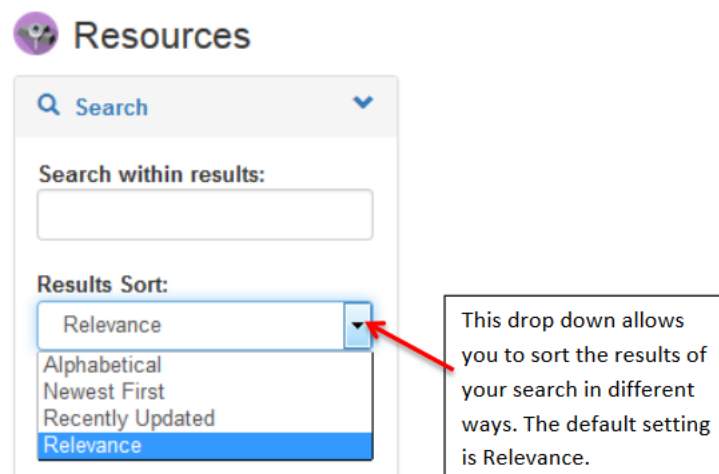
- ☐ ADD/ADHD 127
- ☐ All Disabilities 244
- ☐ Autism Spectrum Disorder 277
- ☐ Deaf-Blind 122
- ☐ Developmental Delay 97
- [More >](#)

More Topics:

- ☐ Americans with Disabilities Act (ADA) 18
- ☐ Applied Behavior Analysis (ABA) 14
- ☐ Art/Health/Music/Physical Education (PE) 41
- ☐ Bullying 27
- ☐ Challenging Behavior 77
- [More >](#)

2.

Click on a tag/topic under Age Level and/or Category and/or Disability Area and/or More Topics and click Search.



3.

The Results Sort allows you to organize your search results in different ways.

Search Tips

- The search feature checks the title, description, tags, and attachments in the postings.
- Searching the entire website or searching within the results will look for all variations of the root of a word. (For example, if you put “feed” in Search the entire website, the results will include feed, feeds, feeding, RSS feed, feedback, and newsfeed.)

Events Calendar

- This calendar lists Online, State and Regional Events for Virginia as well as some National Events.