
 **ITEC**  **VTCT**

Pivot Point LAB Workshop

Getting Started

- Who has used LAB previously?
 - What are some of the things you've liked?
 - What has been a challenge?
- What are you hoping to gain from today's workshop?



Topics we will cover today

- Users
 - Create and edit
- Classes
 - How to create a class
 - Assign users to a class
 - Using the student self-registration option
- Learning Paths
 - Add to a class
 - Edit a learning path
 - Create a learning path
- Create a quiz



Pivot Point LAB Terminology

- License types within LAB
 - User
 - Learners
 - All students have the same type of license
 - Educator
 - Admin (School or Campus) – they see and do it all. (Manage users, licenses, courses, learning paths, classes, grades/reports, resources)
 - Educators (NO adding people or seeing licenses)
 - Non-editing Educator (ideally for a salon owner/employer of apprentices that just needs to see what students see and the educator resources – slides, outlines, etc.)



Pivot Point LAB Terminology

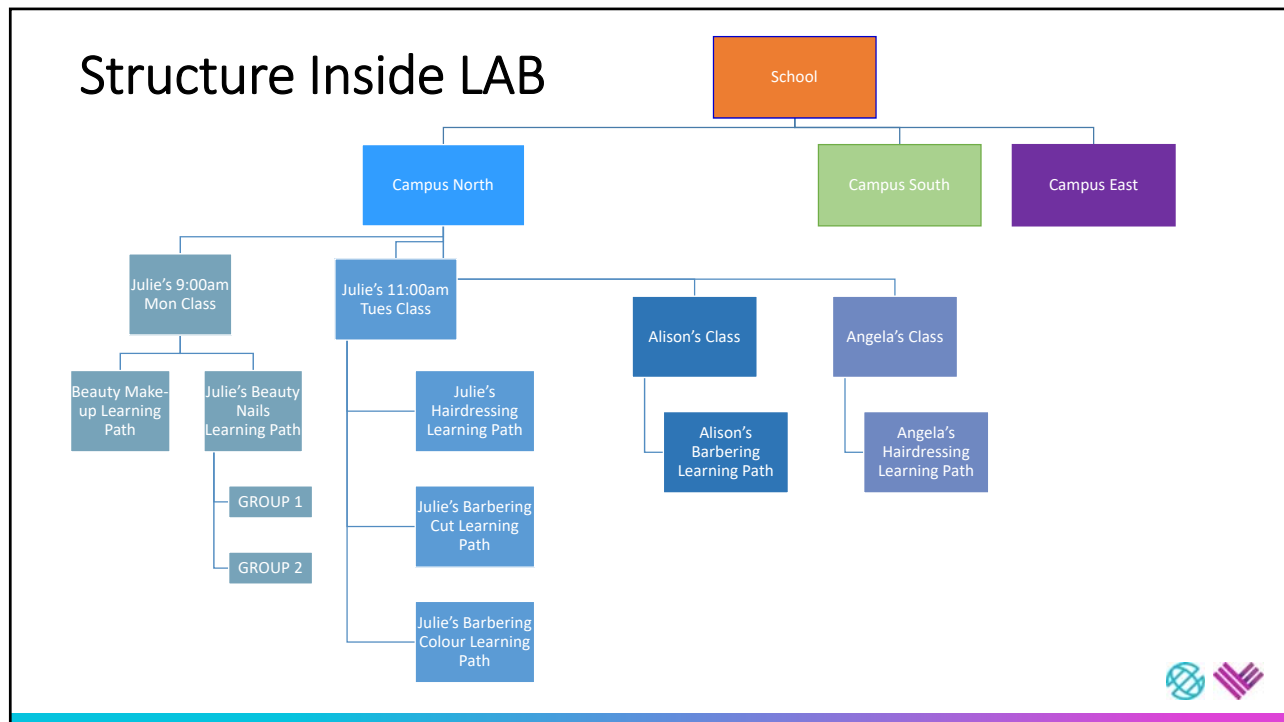
- Classes
 - Cohorts or groups of students
 - Can have as many different classes as you'd like and can name them as you wish.
 - ie. Monday 9:00 am class, Tuesday 10:00 am class or
 - Level 2 Hair Apprens, Level 2 Barber Apprens, etc.
- Learning Paths
 - The curriculum you use to teach your class
 - You can have 1 or many learning paths for a class
 - Any Learning Path can be segmented further into "groups".
 - Groups can be setup by the week or class session for when you will be meeting with your learners.
- Courses
 - The segments, or "chunks" of material that make up the learning paths



Things to Remember:

- You are assigned to a "School". This is the 'platform' that you log in to.
- School = Centre, Campus = Sites
 - "Schools" can have multiple "campuses".
- Login is tied to an email address. You can only use an email once in LAB. It will always be linked to that specific school.
 - This is why you have fake emails for our "VTCT Workshop School".
- There can be multiple educators in a school or campus.
- All Learning Paths within the school are seen by **all Educators**.
- Educators from another campus can see what is happening in your campus.





Things to Remember:

- Remember to use **Admin Tools** for *any* changes you'd like to make.
 - Creating or editing users
 - Creating or assigning Learning Paths
 - Creating courses
 - Creating quizzes

