How to Access the Digital Platform

- How to log in/access the digital resources.
    a. Go to https://learn.ja.org (JA Learning Platform/D2L):
    b. Enter your Username: your email (the one JA has on file for you).
    c. Enter your Password: something created by you.
        i. JA does not have access to your password. If you do not have a password or you cannot remember it, you will need to reset it at: https://jasa.ja.org/ Account/RequestPasswordReset
            1. The email will come from JA_System_Access@ja.org.
            2. You may need to check your Spam folder.
            3. Once you create your password, select JA Learning Platform/D2L from the Dashboard.
        ii. You now have the option to login with your Microsoft or Google Account using the new buttons on the bottom of the login page if that account matches the email address that JA has on file for you. (The Microsoft and Google buttons require the same email address they always use, but you can now use your Microsoft or Google password instead of your JA password.)
        iii. If you receive an error message: "This page isn't working – If the problem continues, contact the site owner. HTTP ERROR 400", simply try again or make sure you included "https" in the URL rather than just learn.ja.org.
- Once you have logged in to the digital platform:
    a. Volunteers teaching one class will automatically enter into their program's materials.
    b. Volunteers teaching more than one class will see each of the class programs displayed under "My Courses". You will need to select the correct program to continue. You can toggle between classes if needed by using the button at the top of your screen. ▦
- Select the session you will be teaching.
- Once you are in the session, the left Navigation Bar allows you to select other sessions. Items you will see:
    o **Onscreen Presentation**- This is the presentation that needs to be pulled up and utilized throughout each lesson.
    o **Junior Journal**- Nearly all of these are printed and provided with your JA materials.
- Once you have selected "Onscreen Presentation", below are some tips on presenting the materials.
    o To expand the presentation to "Full Screen", click the icon on the top right. ⤢
    o To exit Full Screen, click the icon in the top middle, the "Esc" key, or F11. ⛶ Exit Fullscreen
    o Pop-ups may need to be enabled for games to work properly.
    o Use purple arrows on either side to navigate the presentation. ❮❯
    o To jump to different slides quickly you can use the ▭ button (bottom middle of the screen). Use the gray buttons on the left and right to navigate the slide deck.
    o If you need to zoom in or out on the computer to have the screen fit the board select **Ctrl + or - .**