Registering On-Line for Professional Development Calendar

When someone registers for an event, they have the option to create their own personal account in the OMS. When they have an account, they can track their professional development and course credit hours.

Create an Account

1. Go to the Public Calendar of the OMS (http://santaclara.k12oms.org/index.php).

2. Click the "Login/Register" link at the top of the screen.

3. Click the "Create Account" link.
4. Enter your information in the spaces provided.
   - First Name (we recommend using your full first name)
   - Middle Initial (optional)
   - Last Name
   - Email Address (it is highly recommended that you use your work email address)
   - Work Location (County/District/Site)
     1. Click the “Find” button to locate your work site.
     2. Enter a portion of the county/district/site name to perform a keyword search.
     3. Click the “Begin Search” button.
     4. Make your selection from the list provided.
     Or:
     Search by County
     5. Select a county to get a list of districts within that county.
     6. Click the “Find” button.
     7. Click the “List Schools” link next to the district name.
     8. Click the “Select” button for the school.
     Or:
     Enter a location other than a County, District or School Site
     9. Click the “Other Location” button. “Other” will be entered into the field, and you will
        need to type in your work location in the space provided.
   - Your Password
     1. Type a password in the space provided.
     2. Re-type the password in the space provided.
     5. Click the “Continue” button.
     6. You will receive a message that your account was successfully created.
     7. Click the “Continue to your new account” link.
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To find a listing of all workshops offered by the SELPA department, use the Search feature:

Results:

Home | Scheduled Events | Event Directory

Search Results:
You searched for SELPA:
- Search Logic please
- Search Title and Description
- Show Current Up-Coming Events

Matching Events:

- SELPA, Improving Early Childhood Education
  Santa Clara County Office of Education
  Event Dates: Oct 18, 2008

- SELPA, Coaching in the Classroom
  Santa Clara County Office of Education
  Event Dates: Nov 13, 2008

- SELPA, Professional Development Calendar
  Santa Clara County Office of Education
  Event Dates: Dec 15, 2008

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