



Memo Number : COM-07-049

Date Created : 10/23/2006

Attention:

Type of Memo: Informational

Superintendents
 Co-op Directors
 Elementary Principals
 Middle School Principals
 High School Principals
 other: Teacher Center Coordinators

Response Required: No

Section: Special Assistant - Dee Cox

Subject:
 Unique Teacher ID and On-Line Professional
 Development

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 N/A

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The Arkansas Department of Education (ADE) and the Arkansas Educational Television Network (AETN) have recently announced the launch of the Internet Delivered Education for Arkansas Schools (IDEAS) professional development portal. Arkansas IDEAS provides Arkansas educators with a variety of professional development opportunities including literacy and mathematics courses. The professional development available on Arkansas IDEAS is at no charge to Arkansas teachers. Arkansas IDEAS is found at www.aetn.org/education.

Teachers will be required to enter the 10-digit Teacher ID to register for online professional development. Personnel with the necessary assigned security rights to Sungard Pentamotion's StudentPlus (SMS) or FinancePlus (FMS) software may look up the 10-digit Teacher ID by following the steps listed below. Individuals with licensed access to Cognos Query Studio or Report Studio can produce a list of 10-digit Teacher IDs by running the Cognos report identified below.

Access one of the paths below to provide teachers with the 10-digit ID number:

From the FinancePlus Main Menu
 >Applications
 >Human Resources
 >Employee Information
 >Employee Payroll Tab
 >Retirement Button
 >EMPL State ID

From the StudentPlus Main Menu:

- >Applications
- >Building Administration
- >Teacher
- >Assigned Building
- >District Define
- >OK

From Cognos Reports at <http://cognos1.k12.ar.us/crn>

Enter User ID and Password

- >Open Public Folder
- >Open Personnel Folder
- >Click on the "Employee State ID Number" report

All active teachers in Pentamation have a State ID number.

For teachers not in Pentamation (Little Rock, North Little Rock, Pulaski County, and Lake Hamilton), data from the 2006 Cycle 2 Report was used to generate these ID numbers. Therefore, any teacher hired by these districts after Cycle 2 of 2006 will not be in the system at this time. These districts can contact the district technology coordinator for assistance in accessing the ID.

Administrators, educational cooperative personnel and ADE staff will be issued an ID in the near future.

If a state ID number has not been assigned for a teacher choosing to register for online professional development, please contact AETN at 1-800-662-2386 or arideastech@aetn.org. If difficulty is experienced in registering, please contact AETN at the above location.

Attachments:

None

ADE