

# Directions for Registering for UM Flint Technology Integrator Series Available May, 2006-January 2007

The Tech Integrator courses are available FREE of charge to all Lake Fenton Community Schools employees until January 31, 2007. We encourage you to take advantage of this fantastic service to sharpen your technology skills at your own pace and in the comforts of your own home. Keep in mind that you can earn SB-CEU's from UM Flint, as well.

How to get started:

1. Go to <http://oel.umflint.edu/programs/K12.htm> to review and select any of the one- and two-SB-CEU credit courses.
2. Click on the "register now" button.
3. Click on the "create account" button and fill out the form in its entirety.
4. On the next screen, choose your desired course(s) and insert the case-sensitive promotional code (not listed here—please contact Barb Bartkowiak, Kathleen Conover or your building technology representatives for more details). This area to enter the code is located at the bottom of the Registration page.
5. Once you have completed the registration process, you will receive a confirmation e-mail with your login information.

**IMPORTANT:** The State of Michigan Department of Education requires learners to complete their work within the stated time for each course in order to receive State Board of Education Continuing Education Units (SB-CEUs). Consequently, sign up only for as many courses at one time as you can fit into your busy schedule.

**UM-FLINT ONLINE LEARNING HELPDESK, (810) 237-6691**

**E-mail:**

**[olhelp@umflint.edu](mailto:olhelp@umflint.edu)**

Questions will be answered promptly, consistent with the current office hours.