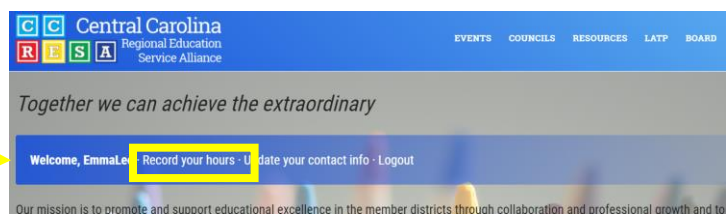
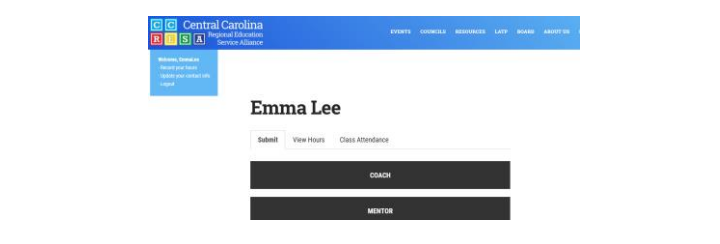
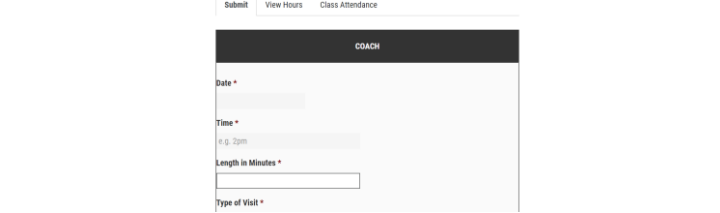
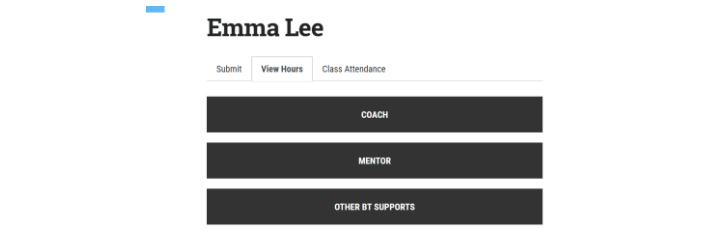
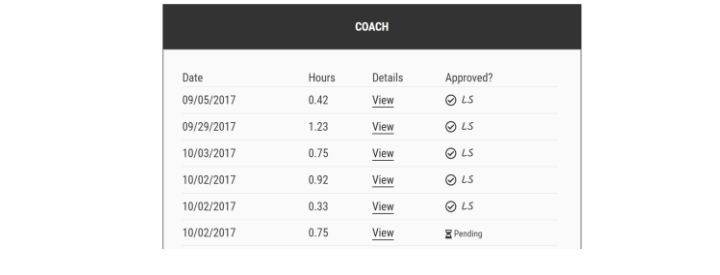


## Using the CCRESA LATP Logging System as a Teacher

<p>To register as a Teacher:</p> <p>Use: <a href="https://www.ccrea.net/register-new-teacher">https://www.ccrea.net/register-new-teacher</a></p>	<p>Complete all requested information</p> <p>You will be asked to create a username and password</p> <p>Please record your username and password so you can access your account.</p>																												
<p>After you register and want to access your account</p> <p>Use this website: <a href="http://www.ccrea.net">www.ccrea.net</a></p>	<p>Enter your username and password</p>																												
<p>To enter your coaching and mentoring events, choose “Record your hours”.</p>																													
<p>Choose the “coach” bar, the “mentor” bar, or the “BT support” bar depending on the type of support event you are logging.</p>																													
<p>Complete all the information on the screen and hit “submit”.</p>																													
<p>To view your logged records and your hours, click on the “View Hours” tab, and choose either coach, mentor, or Other BT support bar.</p>																													
<p>You will see all entries you have logged and which have been approved by your coach or mentor, along with your total number of approved hours. All records have been approved in this sample log except for the last. Check any unapproved records for a comment from your coach/mentor in case a modification is needed.</p>	 <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Date</th> <th>Hours</th> <th>Details</th> <th>Approved?</th> </tr> </thead> <tbody> <tr> <td>09/05/2017</td> <td>0.42</td> <td><a href="#">View</a></td> <td>☑ LS</td> </tr> <tr> <td>09/29/2017</td> <td>1.23</td> <td><a href="#">View</a></td> <td>☑ LS</td> </tr> <tr> <td>10/03/2017</td> <td>0.75</td> <td><a href="#">View</a></td> <td>☑ LS</td> </tr> <tr> <td>10/02/2017</td> <td>0.92</td> <td><a href="#">View</a></td> <td>☑ LS</td> </tr> <tr> <td>10/02/2017</td> <td>0.33</td> <td><a href="#">View</a></td> <td>☑ LS</td> </tr> <tr> <td>10/02/2017</td> <td>0.75</td> <td><a href="#">View</a></td> <td>⊗ Pending</td> </tr> </tbody> </table>	Date	Hours	Details	Approved?	09/05/2017	0.42	<a href="#">View</a>	☑ LS	09/29/2017	1.23	<a href="#">View</a>	☑ LS	10/03/2017	0.75	<a href="#">View</a>	☑ LS	10/02/2017	0.92	<a href="#">View</a>	☑ LS	10/02/2017	0.33	<a href="#">View</a>	☑ LS	10/02/2017	0.75	<a href="#">View</a>	⊗ Pending
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<p>The attendance tab is not available yet.</p>																													
<p>BT Support may include required BT mentor meetings held at school, or pre-observation and post-observation conferences around evaluations.</p>																													