



**Single-Sign On and the
Learning Management System and
Access to Statewide Longitudinal Education Data
New User Training**

Prior to accessing the Learning Management System (LMS)

Prior to accessing the [LMS](#), the local education agency (LEA) data manager **must** add the staff member into the All Staff data collection template in the Integrated Data Submission (IDS) tool.

Why?

Allows for staff to access OSSE systems, such as the LMS

Who?

The LEA data manager can update the All Staff

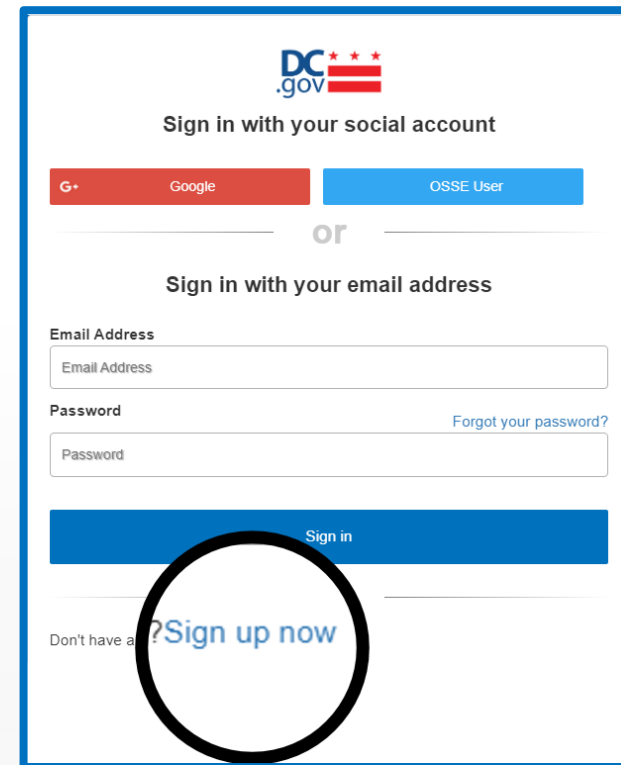
How long does it take?

Next business day

Next Steps for Single Sign On (SSO)

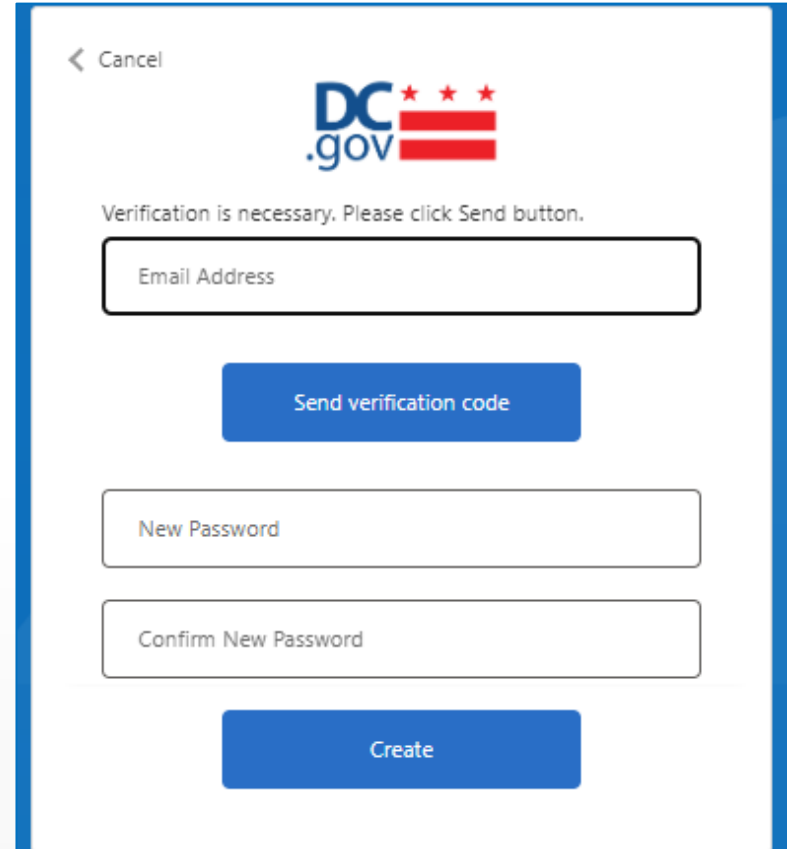
Once staff is added into the All Staff data collection, the LEA and school staff should follow these steps to create their SSO login credentials.

- Navigate to the LMS at osse.pl.powerschool.com
- Click **Sign up now**
- A new screen will appear.



Next Steps for SSO

- Enter the same LEA domain email entered into the All Staff data collection template.
- Click **Send Verification code**
- Check your LEA domain email account for the system generated email for the verification code.



The screenshot shows a mobile application interface for DC.gov. At the top left is a back arrow and the text 'Cancel'. The DC.gov logo is centered at the top, featuring 'DC' in blue, three red stars, and '.gov' in blue above a red horizontal bar. Below the logo, the text reads 'Verification is necessary. Please click Send button.' There are three input fields: 'Email Address', 'New Password', and 'Confirm New Password'. A blue button labeled 'Send verification code' is positioned below the 'Email Address' field. A blue button labeled 'Create' is positioned below the 'Confirm New Password' field.

Next Steps for SSO

- Enter the verification code
- Click **Verify code**

DC.gov

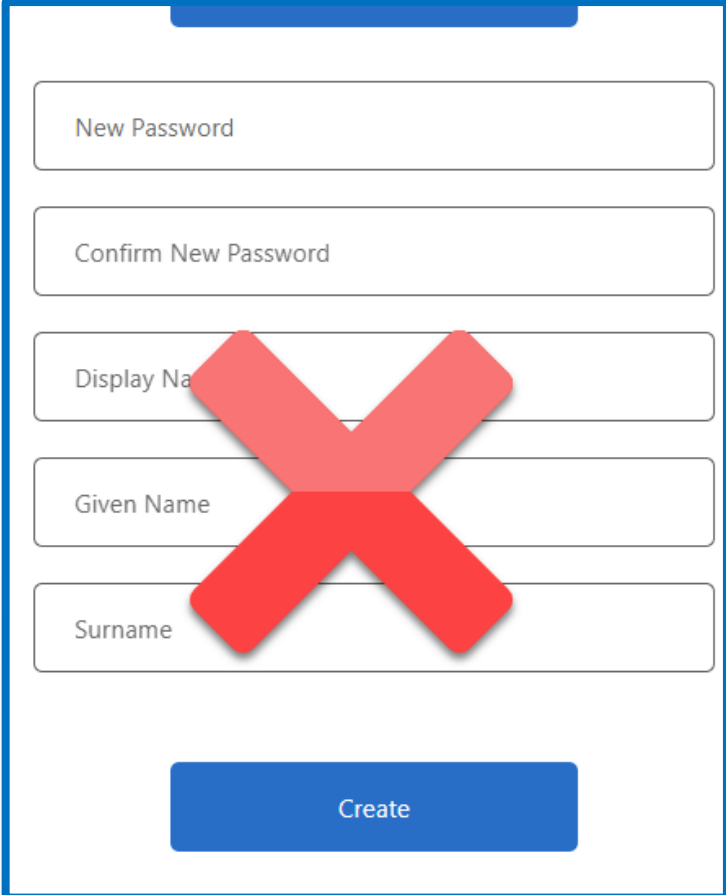
Verification code has been sent to your inbox. Please copy it to the input box below.

Verification code

Verify code Send new code

Next Steps for SSO

- Enter a password in the **New Password** and the **Confirm New Password** fields.
- Do not complete any other fields.
- Click **Create**.



The screenshot shows a user creation form with the following fields: New Password, Confirm New Password, Display Name, Given Name, and Surname. A large red 'X' is overlaid on the Display Name, Given Name, and Surname fields, indicating that these fields should not be completed. A blue 'Create' button is located at the bottom of the form.

Next Steps

Log into the LMS to access the SLED New User training video. Once logged in, in the course search field, enter either course number 10572 or enter **SLED New User** and click **Search**.

Log into the LMS

DC.gov

Sign in with your social account

Google OSSE User

or

Sign in with your email address

Email Address

Email Address

Password [Forgot your password?](#)

Password

Sign in

In Course Search enter either:

Course Number 10572

OR

SLED New User

Course Search

Search for a course or section.

10572 Search

Advanced Search Show All

Course Search

Search for a course or section.

SLED New user Search

Advanced Search Show All

Next Steps

- ❑ Complete steps 1 through 3.
- ❑ SLED credentials will be issued with 2-3 business days.

DC .gov COURSES GROUPS RESOURCES

Learning Series: SLED New User Training

DC OSSE

Student Progress

All Materials

Materials

- Updates
- Grades
- Mastery
- Attendance
- Members
- Edpuzzle

Information

Grading period
Professional Learning
Cour_0 2022-04-08 through
2072-04-22

1 Welcome! Please Start Here!
Please complete the **Welcome Activity!**
This helps indicate you successfully Registered, and made it to the PowerSchool Session, ties to attendance, issuing Completion Certificates and Transcripts.
At the end of this Session you will receive a coordinating Survey, automatically sent to both your LMS Profile, and to your email. Please be sure to complete the Survey for final Completion.
Must Complete

2 SLED New User Training 103 MB

3 SLED New User Assessment