



## 2020-2021 OSTP & CCRA

### Enrolling in an OSTP Training Module with an Invitation Email

\*This document is intended for use by Test Administrators (TAs) & Test Proctors (TPs)\*

**Note:** TAs & TP's will only receive invitation emails if their District Test Coordinator completes the process outlined in [Inviting TAs and TP's to Enroll in a Module](#).

1. Open the invitation email you received, and select the blue **ACCEPT INVITATION** button.
  - A new window will open in your internet browser.

NextThought You're invited to OSTP TA Training Module - TO: sdeassessment@gmail.com FROM: Sarah Dunn INVITATION: O... 6:11 PM

OKLAHOMA Education

Sample Invitation Email

TO: [sdeassessment@gmail.com](mailto:sdeassessment@gmail.com)

FROM: Sarah Dunn

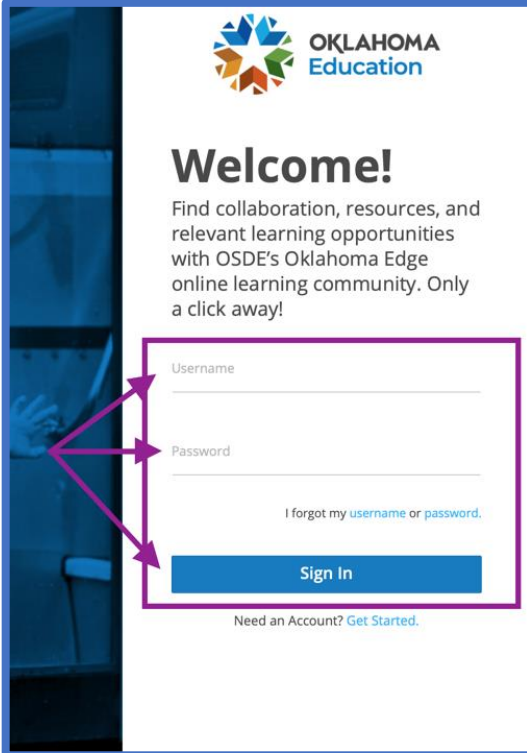
INVITATION: **OSTP TA Training Module**  
Presented by OKEdge and NextThought

You've been invited to join the course "OSTP TA Training Module" by OKEdge.

**ACCEPT INVITATION**

Access Key: | unique code listed here

2. Enter your OKEdge account information, and select **Sign In**.
  - If you do not have an OKEdge account, you will need to create one by selecting **Get Started**.
  - For more information on creating an account, please see the [Creating an OKEdge Account guide](#).



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## Welcome!

Find collaboration, resources, and relevant learning opportunities with OSDE's Oklahoma Edge online learning community. Only a click away!

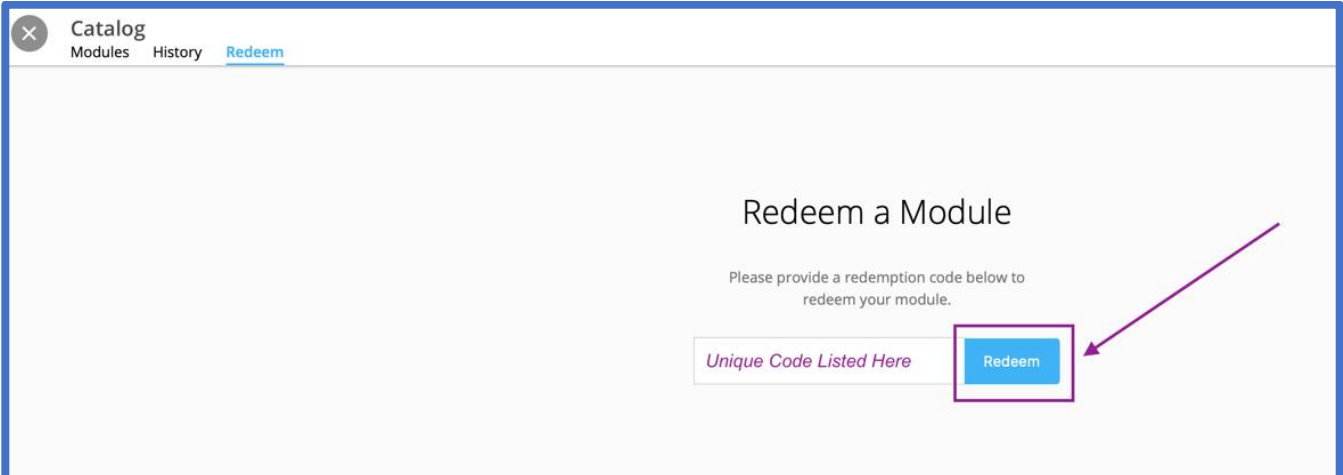
Username  
\_\_\_\_\_  
Password  
\_\_\_\_\_

[I forgot my username or password.](#)

**Sign In**

[Need an Account? Get Started.](#)

3. Once you have logged into OKEdge, you will be prompted to “Redeem a Module.” Select the blue **Redeem** button.
  - The redemption code field should be auto-populated with the “Access Key” listed in your invitation email.
  - If redemption code field is not auto-populated, copy and paste the “Access Key” from your invitation email into the field before selecting **Redeem**.



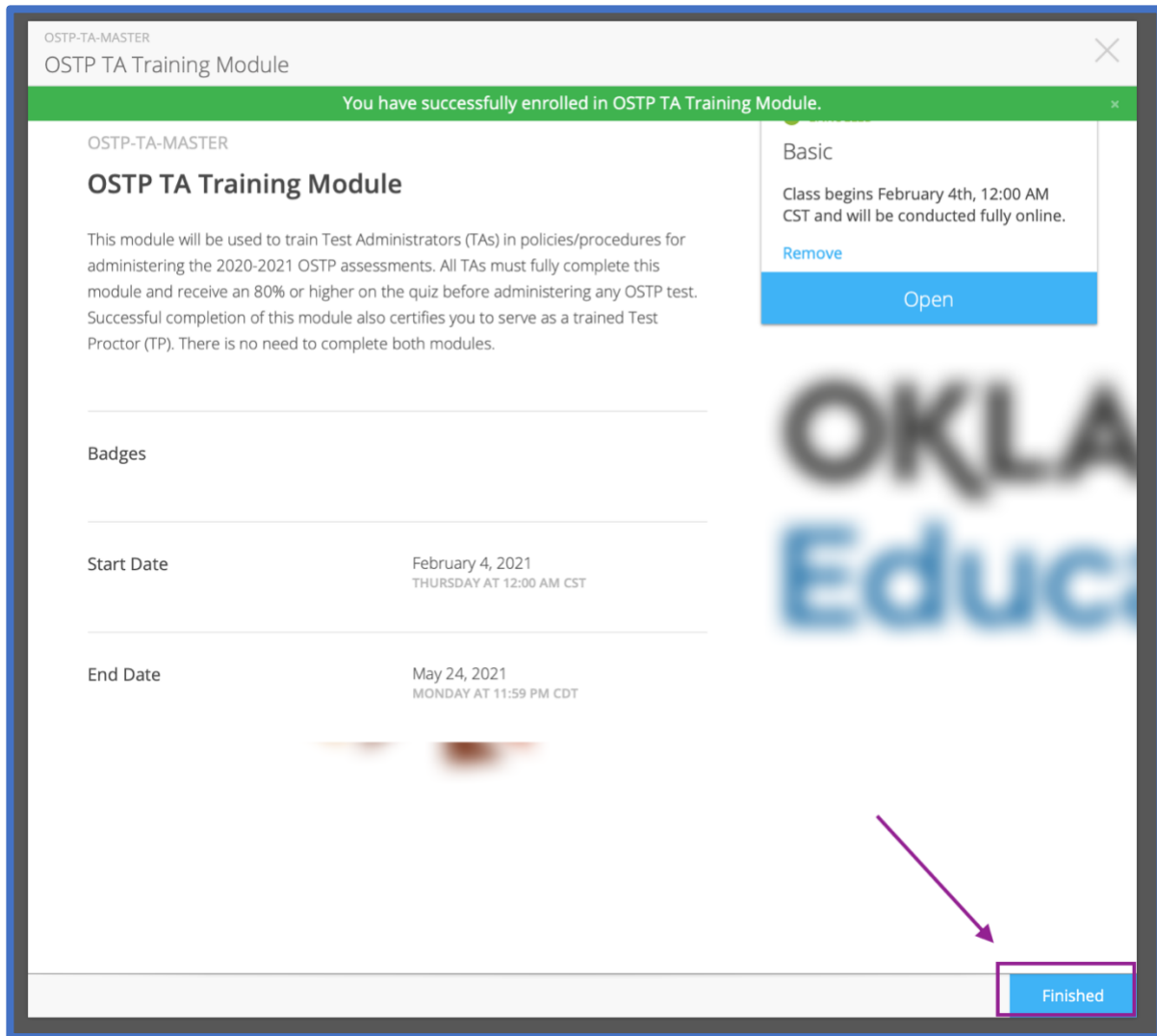
Catalog  
Modules History [Redeem](#)

## Redeem a Module

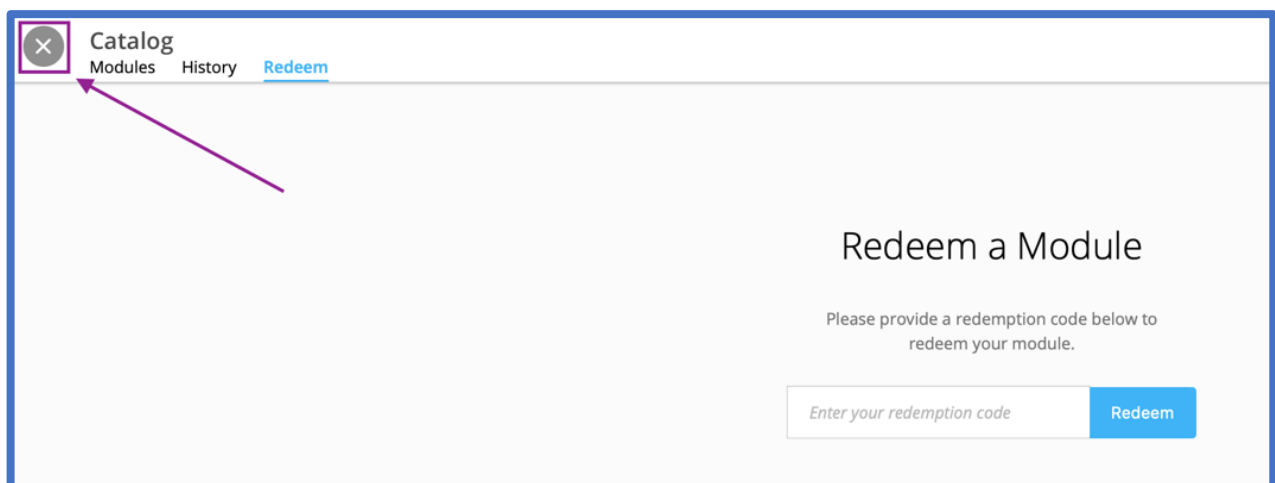
Please provide a redemption code below to redeem your module.

*Unique Code Listed Here* **Redeem**

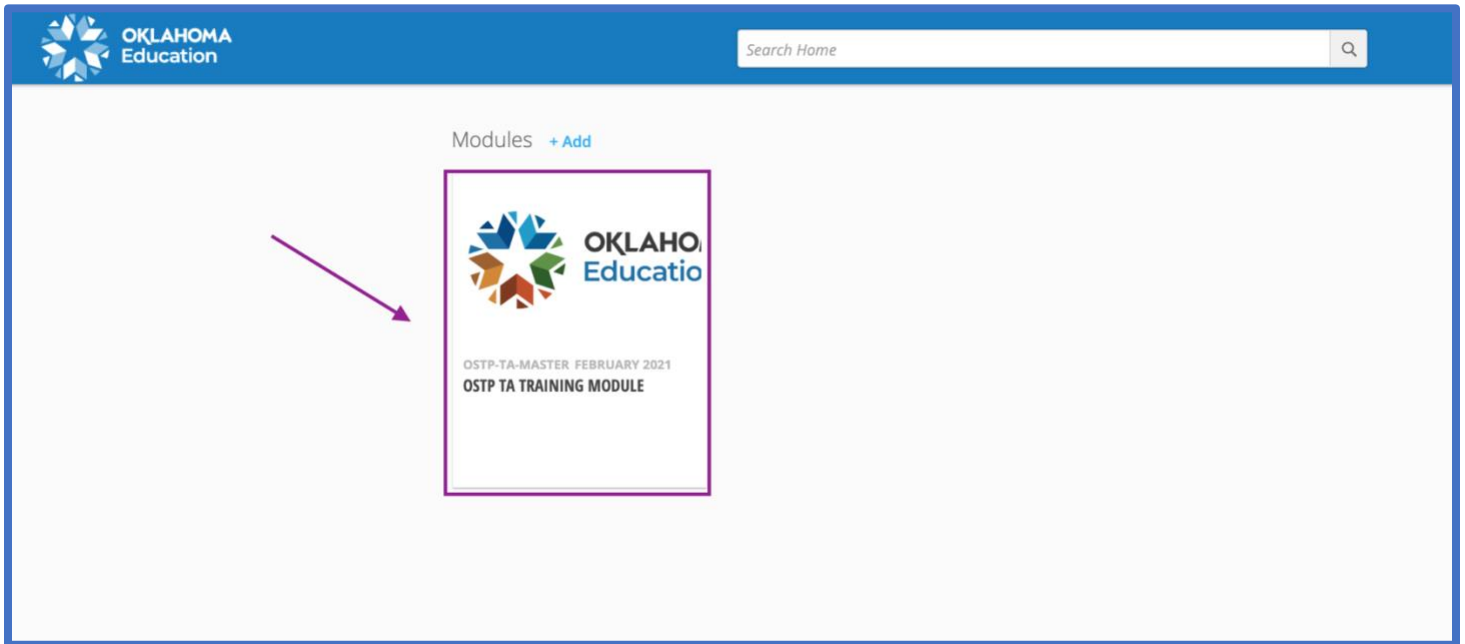
- A pop-up window will appear confirming your enrollment. Select the blue **Finished** button.



- Select the gray circle **X** button located in the top left of the screen.



6. You will then be able to view the OSTP Training Module in which you enrolled.
- To begin the OSTP Training Module, double click on it.
  - The module should include your district's name in the title. **If it does not, contact your Building Test Coordinator.**



The screenshot shows the Oklahoma Education website interface. At the top left is the Oklahoma Education logo. To the right is a search bar labeled "Search Home" with a magnifying glass icon. Below the header, the text "Modules + Add" is displayed. A purple arrow points to a module card. The card features the Oklahoma Education logo and the text "OKLAHO Education". Below the logo, it reads "OSTP-TA-MASTER FEBRUARY 2021" and "OSTP TA TRAINING MODULE".