

# WHERE DO I GO?

## GaPDS

[gapds.decal.ga.gov](http://gapds.decal.ga.gov)

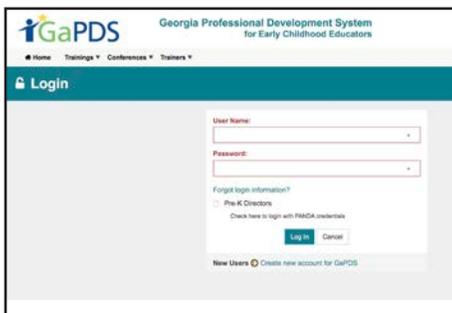
Go here to register for or cancel trainings and see all certificates

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Look for an email from [gapds@decal.ga.gov](mailto:gapds@decal.ga.gov)

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Log-in Screen



My GaPDS username:

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My GaPDS password:

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## D2L

[bestpractices.gsu.edu](http://bestpractices.gsu.edu)

Go here to complete Best Practices online course work and competency quizzes

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Look for an email from [donotreply@donotreply.view.usg.edu](mailto:donotreply@donotreply.view.usg.edu)

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Log-in Screen



My D2L username:

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My D2L password:

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## WSO

[worksamplingonline.com](http://worksamplingonline.com)

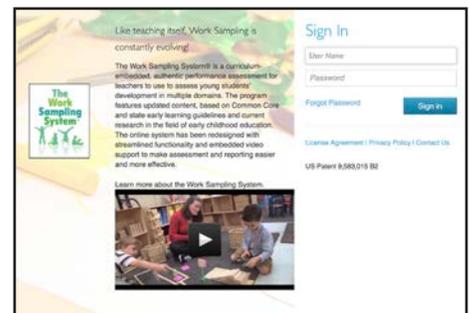
Go here to access Work Sampling Online assessment information

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Look for an email from [support@schoolsuccess.net](mailto:support@schoolsuccess.net)

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Log-in Screen



My WSO username:

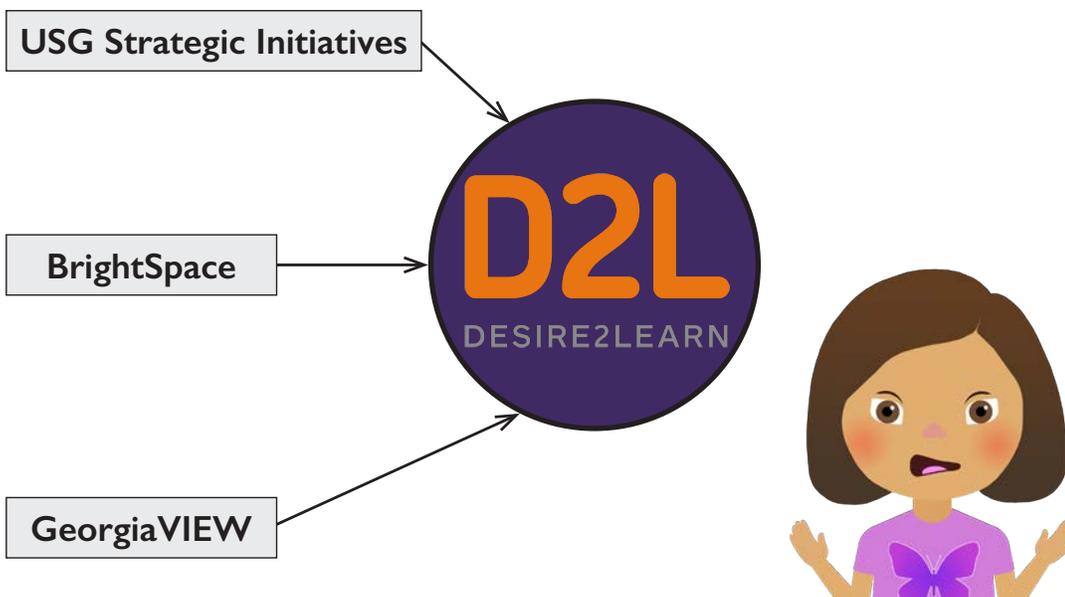
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My WSO password:

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# WHAT IS D2L?

D2L Brightspace or USG Strategic Initiatives is the learning management system that is used by a number of educational institutions in Georgia including Georgia State University — Best Practices Training.



## ACCESSING D2L

If you received an email from [donotreply@donotreply.view.usg.edu](mailto:donotreply@donotreply.view.usg.edu) and you have already set up your password and logged in to D2L — **WAY TO GO! GO TO PAGE iii FOR INSTRUCTIONS ON HOW TO ACCESS D2L**

If you're **NOT SURE** if you already have access to D2L, **LET'S TRY IT! — GO TO PAGE v FOR INSTRUCTIONS ON HOW TO SET YOUR PASSWORD**

If you still **HAVE NOT** received an email from [donotreply@donotreply.view.usg.edu](mailto:donotreply@donotreply.view.usg.edu) or are concerned that your correct email address was not used — **GO TO PAGE vi FOR INSTRUCTIONS ON HOW TO FILL OUT A HELP TICKET**

# USE GOOGLE CHROME



Go to  
bestpractices.gsu.edu

The screenshot shows the homepage of bestpractices.gsu.edu. At the top, there is a navigation bar with the Georgia State University logo and the text "Best Practices". Below this is a large banner image of four young children. Overlaid on the banner is a blue box with the text "EXCEPTIONAL TEACHER TRAINING" and a sub-headline "Inspiring teachers... Investing in children. Professional development on a variety of topics based on the most current research and field-tested methods for Georgia teachers." To the right of the banner is a "CONNECT WITH US" section with social media icons for Facebook, Twitter, and Instagram. Below the banner, there is a paragraph: "Best Practices Training, a part of Georgia State University's Department of Early Childhood and Elementary Education, has been empowering Georgia's teachers since 1996." Underneath this paragraph are three circular icons: "PEACH" (Planning Educational Activities for Children), "D2L" (Desire2Learn), and "best practices RESOURCES". Each icon has a small descriptive text block below it.

Click on D2L

Click 'perform a System Check'

The screenshot shows the GeorgiaVIEW login page. At the top, it says "GEORGIAVIEW VIRTUAL INSTRUCTION ENTERPRISE-WIDE University System of Georgia - Information Technology Services". Below this is a "Welcome" section with the text: "USG Strategic Initiatives is the D2L Brightspace learning management system that is utilized by a number of educational initiatives, throughout the state of Georgia." Underneath, there is a message: "Please [perform a System Check](#) before you log in." followed by a bullet point: "• Enter your username and password to login and access your courses". A link is provided: "If you need assistance, please go to the GeorgiaVIEW Brightspace by D2L Help Center (DHC): <https://D2LHelp.view.usg.edu/>". The login form consists of two input fields: "Username \*" and "Password \*". To the right of the password field is a small image of a geometric diagram showing a circle with points A, B, C, and D on its circumference and lines connecting them. Below the input fields is a blue "Log In" button and a link for "Forgot your password?".

Enter your username  
(BP + GaPDS number)  
and password

Click Log In

# COURSE SELECTION SCREEN

Select the course you are registered to complete for this school year.

My Courses ▾

2021-22 New Lead Teacher Training  
BS1160  
Ends April 30, 2022 at 5:00 PM

Announcements ▾

There are no announcements to display.

Calendar ▾

# COURSE HOME SCREEN

Make sure the title of the course is correct

Review the announcements

Select 'Always trust this URL' and Click 'Allow'

Course Home Content Discussions Assignments Quizzes Grades Classlist PEACH My Home More ▾

## 2021-22 New Lead Teacher Training

Announcements ▾

Welcome ▾

Congratulations on becoming a Ga. Pre-K Lead teacher and welcome to your New Lead Teacher Training!

We blocked this for you  
https://mediaspace.gsu.edu/emb...  
This media is from another website.  
Do you want to allow it?

Allow  Always trust this URL

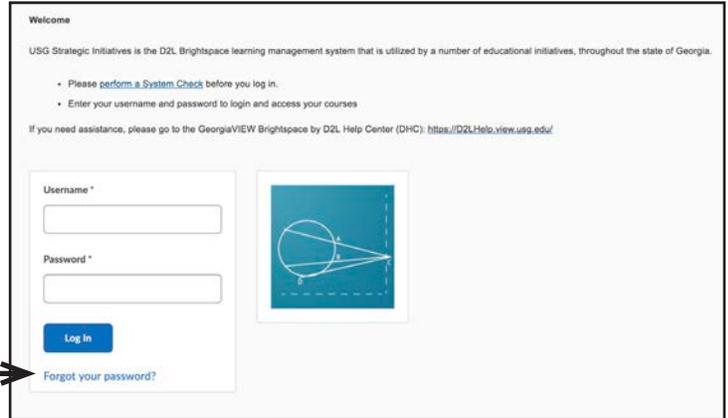
# Use the FORGOT YOUR PASSWORD? Link

Go to  
bestpractices.gsu.edu

Click on D2L



Click  
'Forgot your password?'



Enter your username  
(BP + GaPDS number)

Click Submit



You will get this confirmation



## Check your email for a message from donotreply@donotreply.view.usg.edu

Enter your username

Create a new password



# QUESTIONS?

Fill out a Best Practices Help Ticket!

[bestpractices.gsu.edu/help/](http://bestpractices.gsu.edu/help/)

Click Help



Choose from our FAQs

- Best Practices FAQs
- + I am registered to complete an online course, how do I get to it?
  - + I'm having password or login problems, what should I do?
  - + How do I change my password?
  - + I cannot view the podcast or video, what do I do?
  - + I have finished my online work, now what do I do?
  - + How do I enter Best Practices Trainings into the Professional Development System?
  - + What happens if I do not successfully complete each portion of my training?
  - + How do I know if training has been canceled because of weather/ what is the inclement weather policy?
  - + How do I find my username?

Or, fill out a Help Ticket and Click Submit

Contact Us

We're here to help. All you have to do is tell us how.

Name \*

First  Last

Email \*

Username

Your username is provided via email once online courses are accessible. Make sure to review spam folders. The email will be sent from Donotreply@donotreplyviewwsug.edu. Your username is BP+ your PDS number. Do not use any spaces, for example, BP763489. The initial email contains information that is used to set up your password.

I am signed up for the following training \*

New Lead

Phone

ex.: 888-888-8888

Availability

7 a.m. to 9 a.m.

How can we help?

- I am having trouble logging in
- I don't know my username
- I need to reset my password
- I do not see my course information
- I need help with my online course assignments
- Other

Any other information we need to know? If you chose "Other" above, let us know what you mean.

Briefly describe your question or issue in this space.

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# BEST PRACTICES TRAINING

~ CHECK OUT OUR WEBSITE ~

Easy access to PEACH, D2L, & BP resources

Dozens of resources available for download

## Best Practices FAQs

- + I am registered to complete an online course, how do I get to it?
- + I'm having password or login problems, what should I do?
- + How do I change my password?
- + I cannot view the podcast or video, what do I do?
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- + How do I enter Best Practices Trainings into the Professional Development System?
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- + How do I know if training has been canceled because of weather/ what is the inclement weather policy?
- + How do I find my username?

## Contact Us

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Name \*  
  
First Last

Email \*

Username  
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I am signed up for the following training \*  
New Lead

Phone  
ex: 888-888-8888

Availability  
7 a.m. to 9 a.m.

How can we help?  
 I am having trouble logging in  
 I don't know my username

Need help?  
Check out our  
FAQs  
or fill out the  
form to submit  
a request.

*Inspiring teachers...  
Investing in children*

bestpractices.gsu.edu