

## ***Certified Trainer Program***

### **e-IEP PRO Certified Trainer Program - \$695.00 per Participant**

The e-IEP PRO Certified Trainer (ECT) Program is a two-day intensive training program designed to train and qualify special education professionals to deliver e-IEP PRO curriculum or support end-users in all e-IEP PRO Software Modules that include: (a) Student Profiles, (b) Conference Summaries, (c) Referral, (d) Meeting Notice, (e) Prior Written Notice, (f) Supporting Documentation, (g) MET Report Writing, (h) IEP Report Writing, (i) 504 Forms, (j) Compliance Reporting and (k) Ad-Hoc Reporting.

ECT training is conducted from 8:30 am to 3:00 pm both days online via Zoom. The ECT session are delivered in a format with limited participants and each session is led by our e-IEP PRO lead trainers. This intensive format ensures individualized training is provided where the unique and specific issues most important to the participants and their district(s) are appropriately covered and addressed.

For each of the 2 days of training, the participants are provided with the following:

- Connection information to Zoom session;
- An electronic training manual containing all of the materials required for the training session.

***The dates for the two-day ECT Program to be offered during the winter/spring of 2024 include:***

- February 20 & 21, 2024 (**on-line via Zoom**)

### **\*\* Sign Up Today:**

If interested in signing up or registering a team member for the ECT sessions, please log into the e-IEP PRO and reserve a spot using the online e-IEP PRO calendar. To access the e-IEP PRO online calendar:

1. When logged on as an ADMINISTRATOR user, click the User Support link at the top of your screen.
2. Choose the Event Calendar button at the bottom of the User Support menu screen.
3. Navigate to the desired date on the calendar (*HINT: use the arrows in the top right corner of the screen to move back and forth between months as needed*).
4. Once the appropriate month is selected, you will see green links for each of the ECT training dates/times referenced above. Click on the desired date/time.
5. Complete the registration form, confirming you have added ALL the registrants' names into the Notes box as well as the TOTAL number of participants being registered. Click the Register button. Once registered, the calendar link will indicate that you have staff registered to attend the selected ECT training session. We will then follow-up via e-mail with a price quote and other important information.

***For more information, please contact the e-IEP PRO Business Office at 1.877.879.3564  
or by e-mail at [info@medianetsol.com](mailto:info@medianetsol.com)***