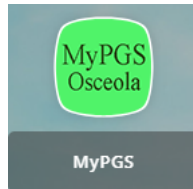


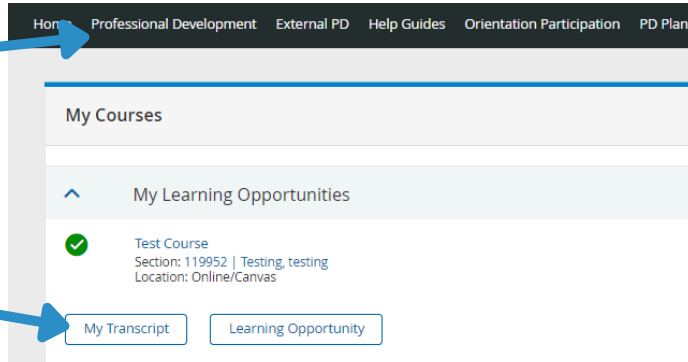
MyPGS Help Guide

Your MyPGS Transcript

1. Log into ClassLink and click on the MyPGS Osceola Icon.



2. Click on the “Professional Development”.



3. Click on “My Transcript”.

4. Scroll down to view the courses on your transcript.

5. There are additional options to narrow the date range of your transcript and print or email your transcript.

A screenshot of the "Search Transcript" form. The form has a header "Search Transcript" and a search button. Below the header are fields for "Name:" (MAIKAILA), "Employee ID:", "Sites:" (District Office - DO, PROFESSIONAL DEVELOPMENT), and "Demographics:" (Noninstructional, Noninstructional: General, Noninstructional: General: Clerical, Noninstructional: General: Clerical: CLERK TYP, ST TRNG). There are also date range fields: "Section Completed Date From:" and "Section Completed Date To:" (both with "mm/dd/yyyy" placeholder and calendar icons), and "Section End Date From:" and "Section End Date To:" (both with "mm/dd/yyyy" placeholder and calendar icons). A blue "Search" button is at the bottom left.

Important Note:

Course Surveys must be completed for the course to count for credit.

Credits are not awarded until the survey has been completed.

To complete a survey and receive credit, Click the link under “Survey”.

6. To complete a survey, click the link under the “Survey” column.

All		Certification	Non-Certification								
#	Survey	Component #	Component	Course #	Section #	Title					
1.	Survey completed January 10, 2024	Edit	1002453	CAREER EDUCATION BASIC	95880	119952	Test Course				
2.	Survey completed April 20, 2022	Edit	8414009	STRESS AND ITS MANAGEMENT	90441	111484	Managing Stress				
3.	Survey completed May 3, 2022	Edit	6511019	SCHOOL SAFETY	88808	111697	2021-2022 School Safety (Active Shooter)				

7. To print a course certificate, click the link under the “Certificate #” column.

Course #	Section #	Title	Credit Hours	Start Date	End Date	Certificate #	Registration Status	Grade
95880	119952	Test Course	1.0 Points Certification	01/09/2024	01/09/2024	79524063	Completed	Credit
90441	111484	Managing Stress	1.0 Points Certification	04/12/2022	05/12/2022	16822849	Completed	Credit
88808	111697	2021-2022 School Safety (Active Shooter)	1.0 Points Certification	04/01/2022	04/30/2022	43105937	Completed	Credit

Inservice Credits:

- Certification credits are issued for courses that meet the Professional Learning Standards and certification renewal requirements
- Non-Certification credits are for courses that meet the Professional Learning Standards but are not for certification renewals.

Bankable Credits for Instructional Staff:

- English for Speaker Other Languages Endorsement (ESOL)
- Reading Endorsement
- Reading Difficulties and Deficiencies (RDD)
- Autism Spectrum Disorder Endorsement (ASD)
- Teaching Students with Disabilities (SWD)