



PSEA Online Learning Portal Frequently Asked Questions

How will I know which courses will be a good fit for staff development?

Each course listing includes a title, course length, presenter's name, description, and list of objectives, to provide members with a thorough overview of the information that will be presented. PSEA members can also email the course presenter to request more information.

How long are the courses?

Current course listings range from 15 minutes to two hours. All Act 48 courses are at least one hour in length (a PDE requirement). The course length only indicates the time needed to watch the presentation. Course exams will require additional time following the presentation. Course exams are not timed.

How do I receive documentation confirming that I completed the course? (ESP members)

ESP members will receive a certificate confirming completion of a course. Participants can print the certificates immediately after completing courses, or can log in to the portal at a later time and access certificates under the "Education Tracker" section. Certificates are only generated for those who successfully pass the assessment.

How do I receive documentation confirming that I completed the course? (EA members)

EA members who complete online learning courses will receive two forms of confirmation. Participants can print certificates immediately after completing courses, or can log in to the portal at a later time and access certificates under the "Education Tracker" section. This certificate can be used for a person's professional portfolio.

At the end of each month, PSEA will collect the names, PPID numbers, and a list of courses for each member who has completed a course and passed the course exam. This data will be uploaded into the Pennsylvania Department of Education's Act 48 system. Within 60 days following completion of a course, members will be able to verify the record on the PDE website.

How do course exams work?

Exams include five questions at the conclusion of each presentation (true/false and multiple choice formats). The presenter of each course sets the threshold for passing. Members who do not pass the exam will have two additional opportunities to pass before having to re-take the course. Members will not be able to access a course exam until the end of the presentation.

Can I download presentation material?

Each presenter decides whether members can download and print Powerpoint presentations, handouts, and other materials used in online courses.

Can groups view online courses for staff development?

The PSEA Online Learning Portal is optimized for individual use. The member who logs in to the portal to access a course will be the only individual able to take the course exam. That individual's information will be forwarded to PSEA for Act 48 reporting.

Members can work with their employers to arrange for group participation in online sessions. Employers are responsible for collecting attendee information and reporting it to PDE.

Are these trainings webinars?

In some cases, PSEA webinars will be available on the PSEA Online Learning Portal following the live presentation of the webinar.

These presentations will include a course exam, and will not allow participants to submit questions for discussion during the webinar. Not all PSEA webinars will be made available on the portal.

I am a professional facing a deadline for Act 48. Can I take PSEA courses and have them count towards my requirement?

PSEA suggests that members take courses at least 60 days before a deadline so that completed courses can be entered into the system in a timely manner. Courses taken less than 60 days before a deadline cannot be guaranteed entry into the PDE system.

Can I take a course more than once?

Members can take a course more than once, but each course can only be used once for Act 48 hours. ESP members may take a course more than once for Chapter 14 credit with their employer's permission.

I don't remember my PPID number for Act 48 hours. Can I take the course without my PPID number or can I use my PSEA number?

Members who have participated in PSEA professional development courses in the past may have provided PSEA with their PPID numbers. If PSEA has a member's PPID number, it will display on the landing page for the Online Learning Portal, where members can review the full list of available courses.

PSEA cannot process course hours without a member's PPID number. Courses should not be completed until you have entered your PPID number. PPID numbers entered after successful completion of a course will not be processed.