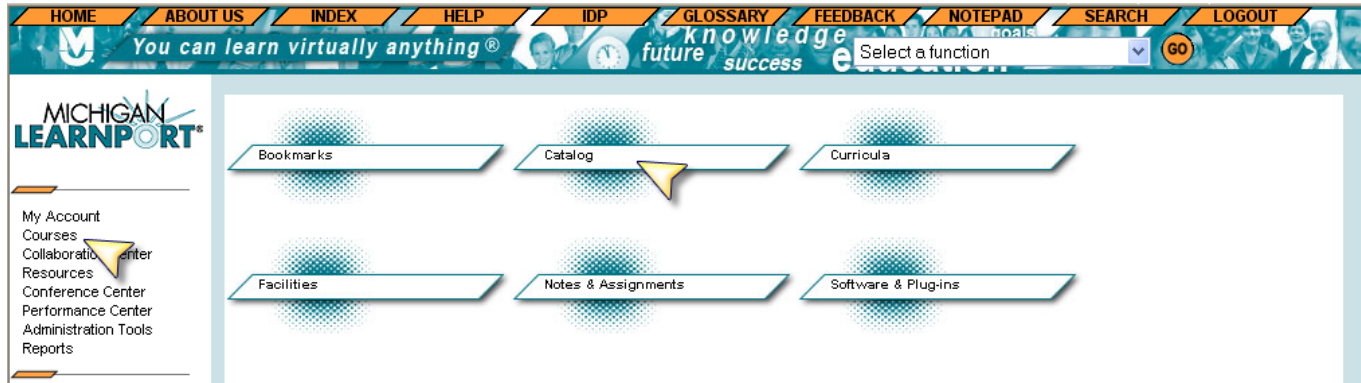


Enrolling in CIMS-2 Training Modules

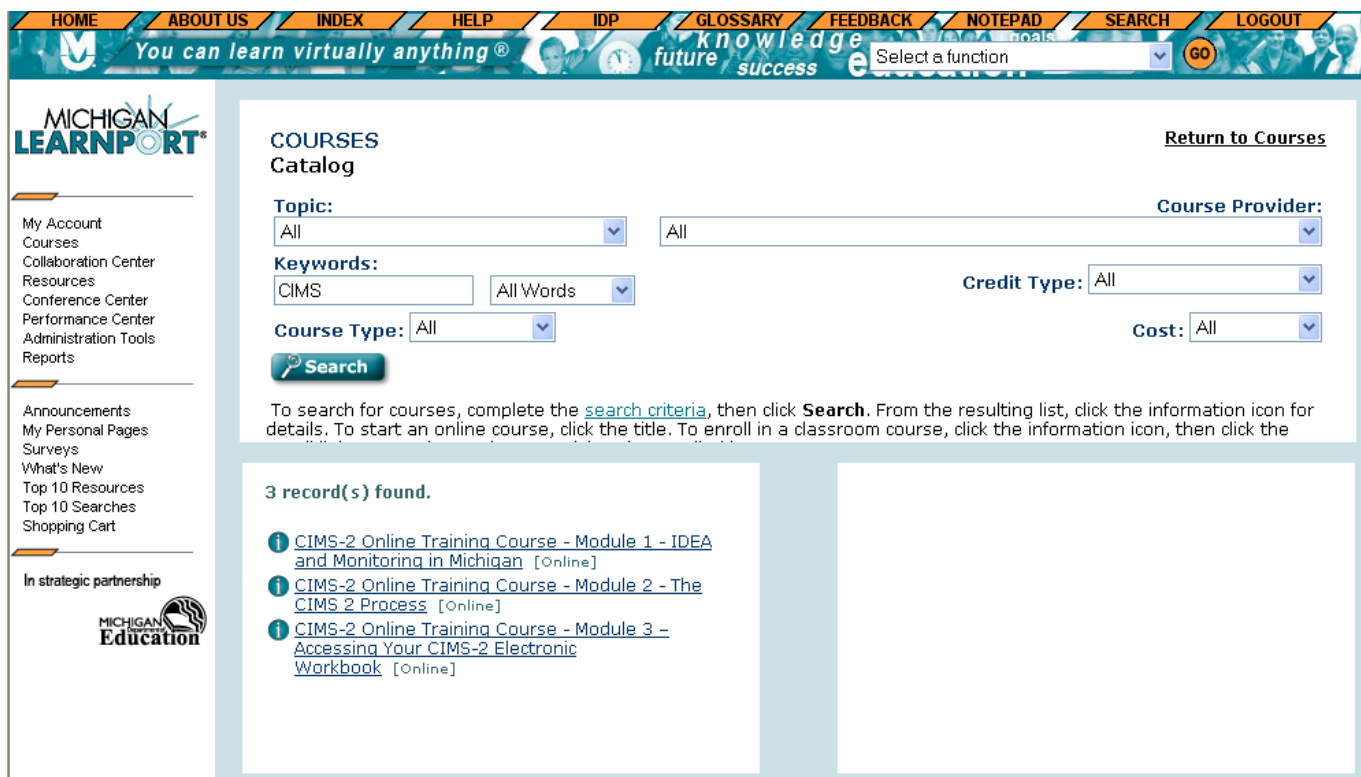
Once you log into *Michigan LearnPort*, click on **Courses** and the **Catalog**.



In the **Catalog**, you may search for a specific item. In the **Keyword** search box use the term, CIMS, to find the CIMS2 Module you want to enroll in. Users will have the choice of three Modules to enroll in.

- [CIMS-2 Online Training Course – Module 1 – IDEA and Monitoring in Michigan](#)
- [CIMS-2 Online Training Course – Module 2 – The CIMS 2 Process](#)
- [CIMS-2 Online Training Course – Module 3 – Accessing Your CIMS-2 Electronic Workbook](#)

Users may take all three Modules or only one Module. Completion of Module 3 is required to allow access to the CIMS-2 Electronic Workbook.



(continued)

For questions or assistance about *Michigan LearnPort*, please contact 888.889.2840.

To enroll in the course, click on the underlined name of the course itself. Users will be taken directly to the Take Course Window. Click on the Take Course button to launch the next window. Note: the Take Course button literally enrolls you in the course. Users may return to **Courses | Catalog** and search with the Keyword CIMS to click on each Module name and the Take Course button for each of the Modules you wish to take.

CIMS-2 Online Training Course - Module 2 - The CIMS 2 Process

Description:

The Continuous Improvement & Monitoring System (CIMS) is Michigan's model for monitoring both compliance and outcomes for children and students with special needs. CIMS-2 is the redesigned and improved tool that reflects input from Part B and Part C stakeholders such as LEAs, intermediate school districts (ISDs), service areas, parents, and other CIMS users. This 3-module course discusses why IDEA 2004 and monitoring in Michigan is important, how the CIMS-2 process and tools work and the basic operations of the CIMS-2 electronic workbook.

CIMS-2 is a set of processes and tools that are fully aligned to IDEA 2004 and are used to help locals review and analyze their data to address areas of noncompliance or low performance. In this module, elements of the processes and tools are reviewed.

Select the **Take Course** button to begin the course described above, or click **Return** to go back to the online course listing.

Take course for credit

[Take Course](#) [Browse Course](#) [Review Course](#)

[Return to Course Catalog](#)

Click on the link that says "Click this link to begin Module X" to cause the course to start.

SCORM Course Window - Microsoft Internet Explorer

Close window

CIMS-2 Online Training Course - Module 2 - The CIMS 2 Process

The Continuous Improvement & Monitoring System (CIMS) is Michigan's model for monitoring both compliance and outcomes for children and students with special needs. CIMS-2 is the redesigned and improved tool that reflects input from Part B and Part C stakeholders such as LEAs, intermediate school districts (ISDs), service areas, parents, and other CIMS users. This 3-module course discusses why IDEA 2004 and monitoring in Michigan is important, how the CIMS-2 process and tools work and the basic operations of the CIMS-2 electronic workbook.

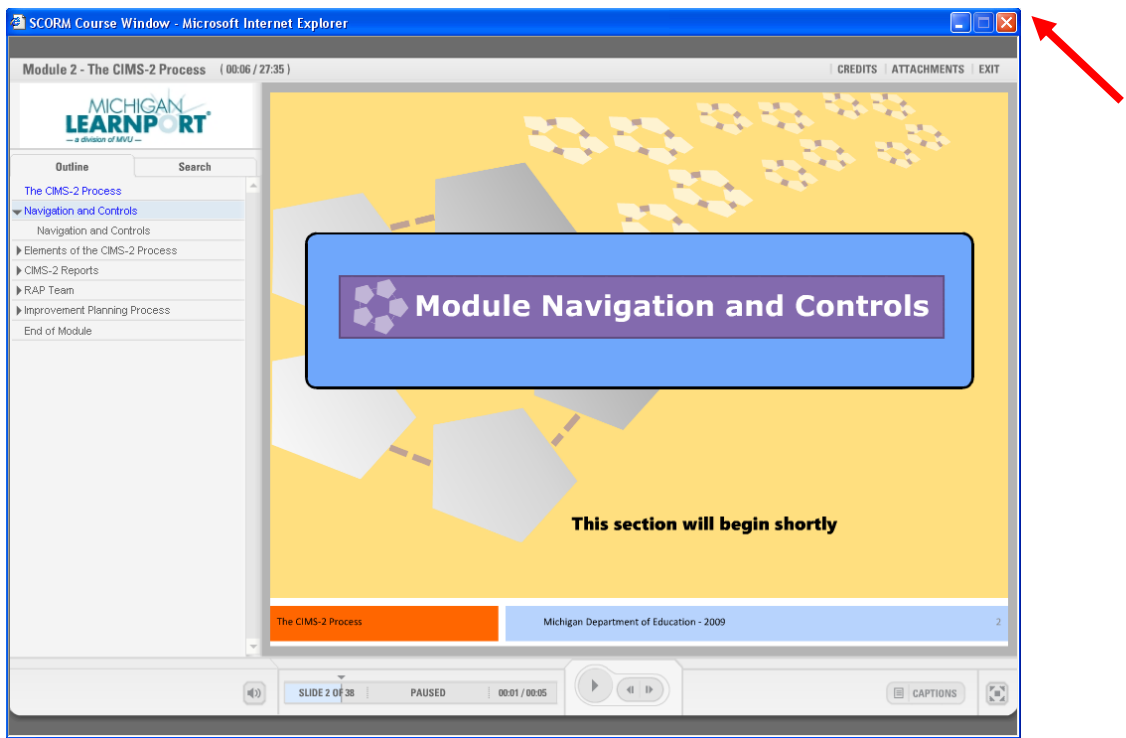
CIMS-2 Online Training Course - Module 2 - The CIMS 2 Process

[Click this link to begin Module 2](#)

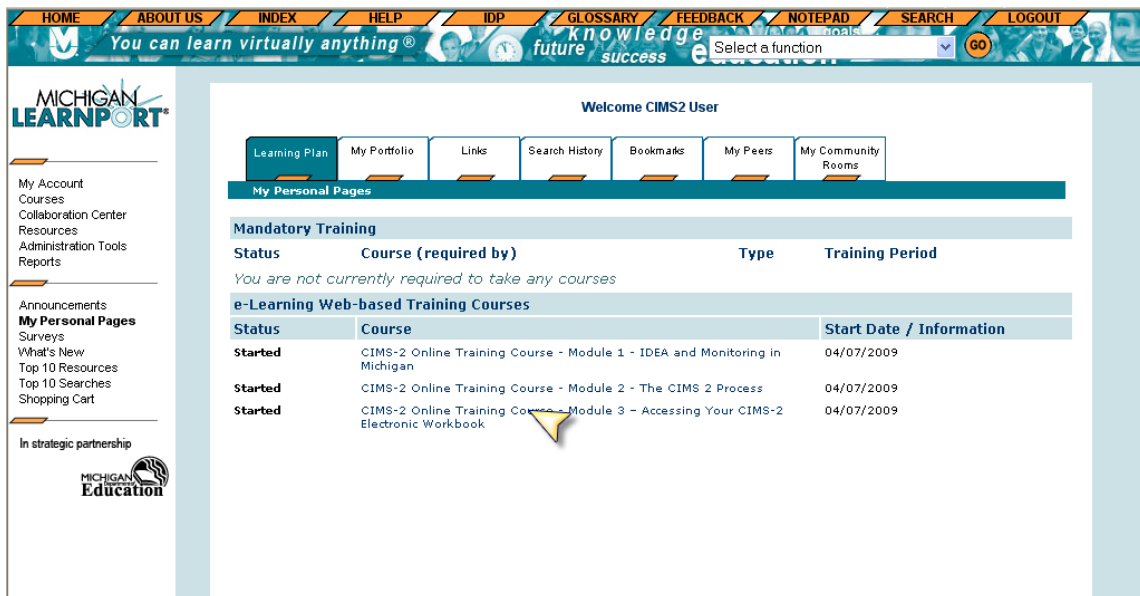
(continued)

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Users may then begin reviewing the selected Module. The Module begins with a review of the course navigation and controls. **IMPORTANT:** Closing Modules using the red X in the upper right-hand corner ensures proper recording of progress.



Until a Module is completed by reviewing all of its contents, users may stop and return to any Module at any time. Click on **Home** in the top bar or **My Personal Pages** on the left. All enrollments appear. Restart by clicking on the course name.



Users will be asked if they would like to restart where they left off in the course. “No” returns you to the beginning of the course; “Yes” restarts where you left off.

(continued)

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Users may review their course status by visiting **My Account** and clicking on their **Development Record**.

Development Record

For: CIMS2 User **As of:** April 7, 2009
C: Classroom Courses **O:** Online Courses

Courses Only [Course & Lessons](#)

Type	Title	Start Date	Completion Date	Test Scores	Grade	Status	Credit Hours	Performance	History	Include in PD Hours Update Changes
O	CIMS-2 Online Training Course - Module 1 - IDEA and Monitoring in Michigan info	04/07/2009								<input checked="" type="checkbox"/>
O	CIMS-2 Online Training Course - Module 2 - The CIMS 2 Process info	04/07/2009						Details		<input checked="" type="checkbox"/>
O	CIMS-2 Online Training Course - Module 3 - Accessing Your CIMS-2 Electronic Workbook info	04/07/2009						Details		<input checked="" type="checkbox"/>