

Staff and Volunteer Dedicated Space Navigation Tutorial

User Tutorial

Navigating the Staff and Volunteer Dedicated Space



Before You Can Access the Dedicated Space...

Before You Can Access the Dedicated Space...

Step 1 Create an ALZeducate account if you do not already have one.



www.alzeducate.ca

Step 2 Request permission to access the dedicated space, using your staff email (for ASiO staff). Please take a moment to email your request now.



alzed@alzon.ca

Step 3 Log in to your ALZeducate account. Once permission has been granted, you will see the dedicated space for staff and volunteers.



****Note:** Volunteers will use their own email account (unless they have an Alzheimer Society email) and indicate which local Society they are with.

Dashboard

The screenshot shows the ALZeducate dashboard interface. At the top, there is a navigation bar with the ALZeducate logo, 'HOME', and 'DASHBOARD' tabs. A callout box with a blue background and white text states: "You will be automatically taken to your *Dashboard* when you log in to ALZeducate. You can also access your Dashboard anytime by clicking here." An arrow points from the callout box to the 'Dashboard' link in the top navigation bar. Another arrow points from the callout box to the 'Dashboard' link in the left sidebar. The sidebar contains a 'Start' section with links for Profile, Grades, Calendar, Private files, Reports, Preferences, and Log out. The main content area features three cards: 'Profile' (Edit your user profile), 'My Courses' (Review the courses you have enrolled in), and 'Available Courses' (Browse available courses on ALZeducate). Below these is a 'Timeline' section with filters for 'Next 7 days' and 'Sort by dates'. On the right, there is a 'Recently accessed items' section showing a document titled 'Maximizing Your Brain Health...'. The footer contains the ALZeducate logo.

Finding the Staff and Volunteers Dedicated Space

The screenshot shows the ALZeducate dashboard interface. At the top, there is a navigation bar with the ALZeducate logo, 'HOME', and 'DASHBOARD' tabs. A callout box with a blue background and white text states: "To find the Staff/Volunteer Dedicated Space, click on *Available Courses*." An arrow points from the callout box to the 'Available Courses' card in the main content area. The sidebar contains a 'Start' section with links for Profile, Grades, Calendar, Private files, Reports, Preferences, and Log out. The main content area features three cards: 'Profile' (Edit your user profile), 'My Courses' (Review the courses you have enrolled in), and 'Available Courses' (Browse available courses on ALZeducate). Below these is a 'Timeline' section with filters for 'Next 7 days' and 'Sort by dates'. On the right, there is a 'Recently accessed items' section showing a document titled 'Maximizing Your Brain Health...'. The footer contains the ALZeducate logo.

What to Look For: Staff and Volunteers Dedicated Space

ALZeducate HOME DASHBOARD EDUCATION HELP SUPPORT US

Staff and Volunteers

Alzheimer Society Staff / Volunteers

Courses for Alzheimer Society staff and volunteers.

2 Course categories

ALZeducate

Courses and On-demand Learning Modules

ALZeducate HOME DASHBOARD EDUCATION HELP SUPPORT US

2 Course categories Alzheimer Society Staff / Volunteers

Alzheimer Society

Courses

In this section, you will find self-paced eLearning courses only available to staff and volunteers in Alzheimer Societies in Ontario. These courses include:
ASIO Orientation courses for leaders and

On-demand Learning Modules

In this section, you will find on-demand learning modules on a wide variety of topics including:
Elder Abuse
Medical Assistance in Dying (MAID)

There are two categories - Courses and On-demand Learning Modules. Click the one you want to explore

ALZeducate

Explore Learning Options Available

ALZeducate HOME DASHBOARD EDUCATION ▾ HELP ▾ SUPPORT US

ON-DEMAND LEARNING MODULES

Dashboard / Courses / Alzheimer S... / On-Demand...

Once in your chosen category, in this example *On-demand Learning Modules*, scroll down to see all the learning options available to you.

31 Courses | 1 Categories

Alzheimer Society Staff / Volunteers / On-demand Learning Modules

Search courses

ALZeducate

Choose a Course (i.e., On-demand Learning Module)

ALZeducate HOME DASHBOARD EDUCATION ▾ HELP ▾ SUPPORT US

On-demand Learning Modules
Dementia and 2SLGBTQI+ Equity
This on-demand learning module is focused on key recommendations from two qualitative research projects for supporting and affirming 2SLGBTQI+ clients, including people living with dementia, care partners and significant others.
Presenter: Dr. Celeste Pang, Egale Canada

On-demand Learning Modules
Medical Assistance in Dying (MAiD): Framework, Safeguards and Professional Obligations
This on-demand learning module provides a brief overview of MAiD including information around criteria and eligibility, procedural safeguards and how to navigate discussions around MAiD with people living with dementia and their care partners.
Presenter: Dr. Stefanie Greene

Click on the graphic for the on-demand learning module you wish to view/access.

ALZeducate

Enrol Me in a Course

ALZeducate HOME DASHBOARD EDUCATION ▾ HELP ▾ SUPPORT US

DEMENTIA AND 2SLGBTQI+ EQUITY

Dashboard / Courses / Alzheimer S... / On-Demand... / Dementia A... / Enrol Me In ... / Enrolment ...

↓ To access this on-demand learning module, scroll down to the bottom of the page and click *Enrol Me*.

Enrolment options

On-demand Learning Modules **FREE**

Dementia and 2SLGBTQI+ Equity

This on-demand learning module is focused on key recommendations from two qualitative research projects for supporting and affirming 2SLGBTQI+ clients, including people living with dementia, care partners and significant others.

Presenter: Dr. Celeste Pang, Egale Canada

ALZeducate

ALZeducate HOME DASHBOARD EDUCATION ▾ HELP ▾ SUPPORT US

Dementia and 2SLGBTQI+ Equity

This on-demand learning module is focused on key recommendations from two qualitative research projects for supporting and affirming 2SLGBTQI+ clients, including people living with dementia, care partners and significant others.

Presenter: Dr. Celeste Pang, Egale Canada

↓ Scroll down to the bottom of the page and click *Enrol Me*.

▼ **Self enrolment (Participant)**

No enrolment key required.

Enrol me

ALZeducate

Start a Course/On-demand Learning Module

The screenshot shows the ALZeducate dashboard. The top navigation bar includes 'HOME', 'DASHBOARD', 'EDUCATION', 'HELP', and 'SUPPORT US'. On the left, a 'Start' menu lists 'Profile', 'Grades', 'Calendar', 'Private files', 'Reports', 'Preferences', and 'Log out'. The main content area features a learning module card titled 'LEARNING MODULE: Dementia and 2SLGBTQ+ Equity'. A blue callout box with white text says: 'To start the Learning Module, click the blue icon on the course page.' A yellow box highlights the blue icon on the learning module card, with a black arrow pointing to it.

Return to Dashboard

The screenshot shows the ALZeducate dashboard with the 'DASHBOARD' link in the top navigation bar highlighted. A blue callout box with a white arrow icon and the text 'Click here to return to your Dashboard.' points to the 'DASHBOARD' link. The rest of the dashboard content is identical to the previous screenshot.

Dashboard: My Courses

You will see the on-demand learning module you just enrolled in under *My Courses*. Click *My Courses*.

View and Access Active Courses, Webinars and On-demand Learning Modules

You will see all of your active enrolments on this page. Click the course graphic to start, or continue, an on-demand learning module or course.

Search All Sort by last accessed

On-demand Learning Modules
Dementia and 2SLGBTQI+ Equity
Published 0% complete

This on-demand learning module is focused on key recommendations from two qualitative research projects for supporting and affirming 2SLGBTQI+ clients, including people living with dementia, care partners and significant others.

Enrolling in Courses

Enrolling in Courses

Follow these same instructions for exploring, and enrolling in, courses in the *Courses* category of the *Staff and Volunteers* Dedicated Space.



Need Help?

Need Help?

If at any time you need assistance accessing the *Staff and Volunteers* dedicated space, navigating your dashboard, finding or enrolling in courses, or accessing your courses, please reach out! We are here to support you!



alzed@alzon.ca

