



# Accessing Y4Y and Your Account

## Creating and Logging in to Your Account

All the resources and courses you see in this webinar can be found on the Y4Y home page: <https://y4y.ed.gov/>

Before you get started, be sure to create an account with Y4Y if you don't already have one.



At the top right of the webpage, please click Join and complete the sign-up information.

### Join the Y4Y Community

Please fill in the following fields to become a registered member of the Y4Y community.

**Your Name**

First Name

Last Name

Display Name

Your display name will be shown when sharing in discussions or uploading user content. If you do not enter a display name, your first name and last initial will be used by default (e.g. JohnD)

**Your Email**

Email Address

Confirm Email Address

**Your Password**

Your password must be between 8 and 30 characters, with at least one uppercase letter, one digit, and one special character (such as \$, %, !, #, etc.)

Password

Confirm Password

**State**

-- Please Select Your State --

**Role**

-- Please Select Your Role --

**Job Title**

Optional

Sign up page

**Benefits of joining the Y4Y community include...**

- Save your work in modules, including the notes in your Notebook
- Participate in the webinars and discussion forums
- Connect with colleagues and programs
- Have the option of receiving email newsletters keeping you informed about new developments to Y4Y, upcoming Webinars and other important afterschool news

You for Youth will collect no personal information about you unless you choose to provide that information to us. We do not give, share, sell or transfer any personal information to a third party.

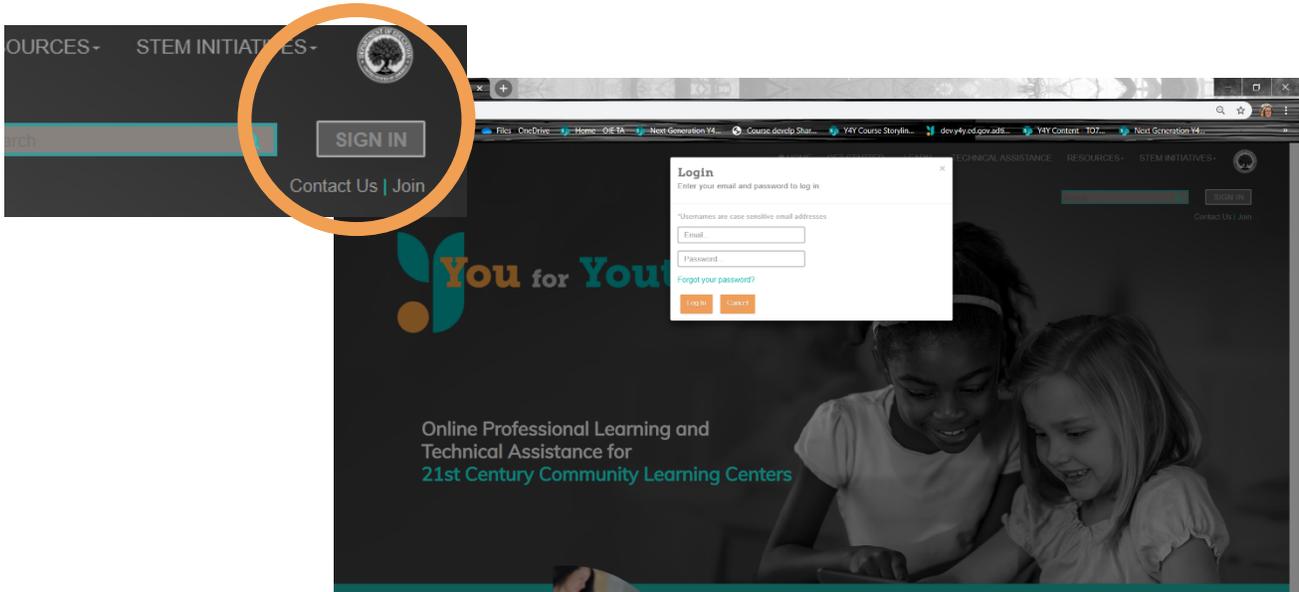
This resource is in the public domain. Authorization to reproduce it in whole or in part is granted. This resource was funded by the U.S. Department of Education in 2020 under contract number ED-ESE-14-D-0008. The views expressed here are not necessarily those of the Department. Learn more about professional development planning and 21<sup>st</sup> CCLC learning at <https://y4y.ed.gov>.



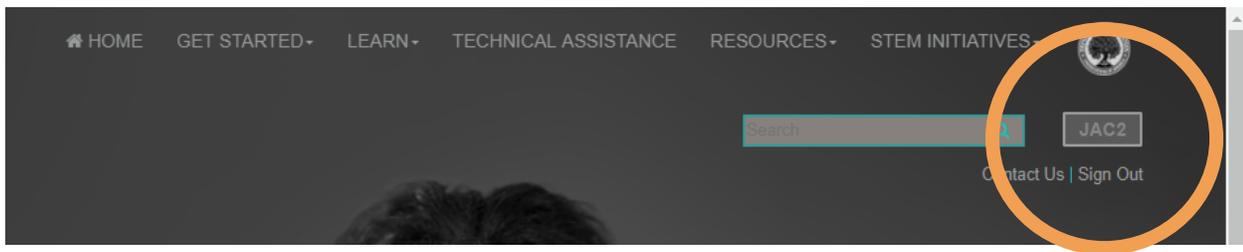


# Accessing Y4Y and Your Account

Now that you have an account, you can sign in. See the top right corner of the homepage for the Sign In button.

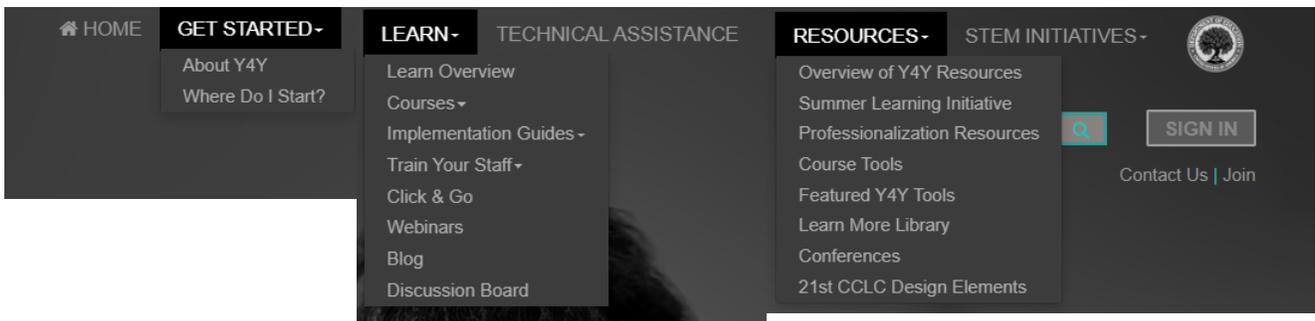


Once you've logged in, your username replaces the words SIGN IN.



One way to navigate Y4Y is by using the top navigation bar. Here are a few key areas:

- Get Started tells you about Y4Y and where to start, depending on your needs and goals.
- Learn provides access to all the courses, webinars and more!
- Resources takes you to tools, Learn More Libraries and all the other resources you need to be successful!



This resource is in the public domain. Authorization to reproduce it in whole or in part is granted. This resource was funded by the U.S. Department of Education in 2020 under contract number ED-ESE-14-D-0008. The views expressed here are not necessarily those of the Department. Learn more about professional development planning and 21<sup>st</sup> CCLC learning at <https://y4y.ed.gov>.

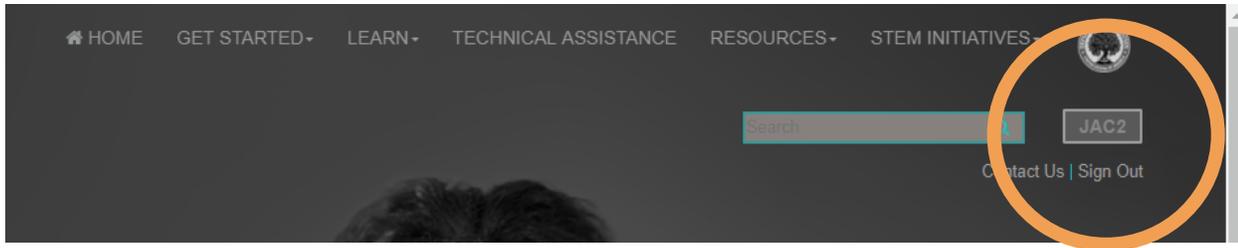




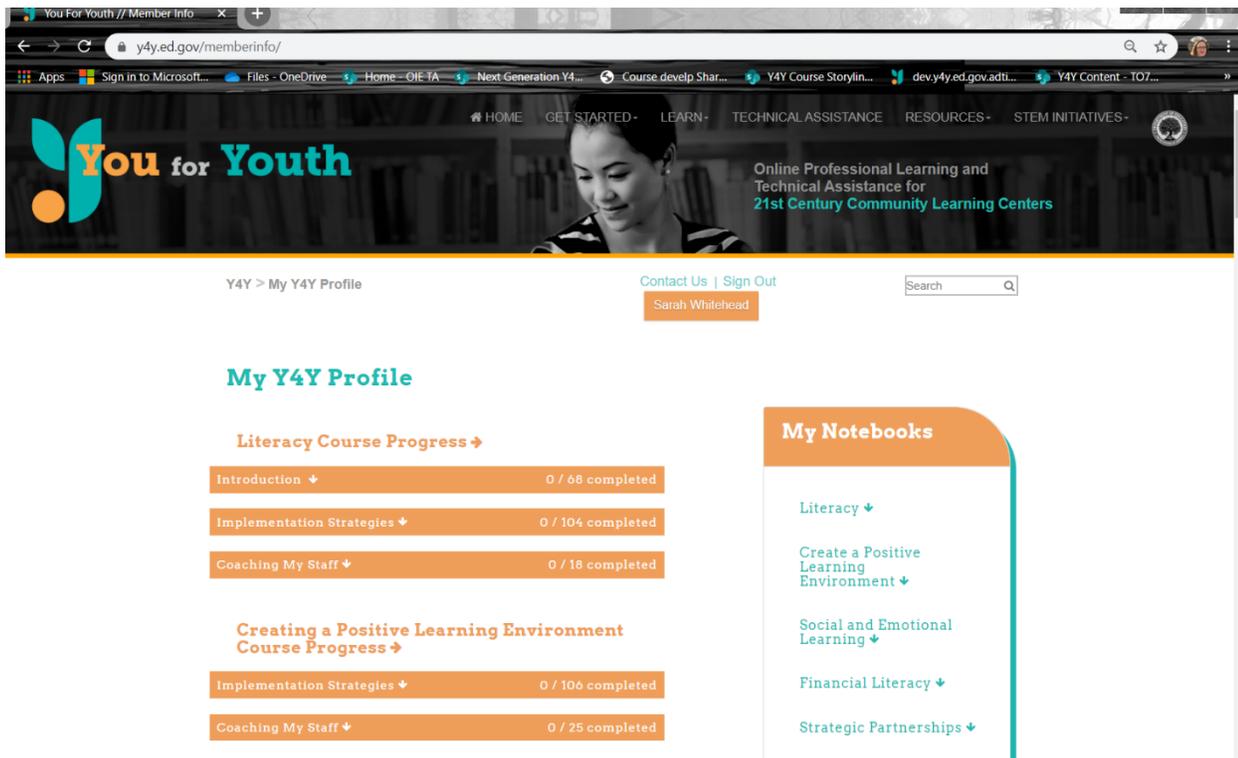
# Accessing Y4Y and Your Account

## Your Profile

You can also access the courses by clicking on your username after you have logged in:



This will take you to your profile page. From there you will be able to track your course progress, print your certificates and retake courses as needed.



Remember: Logging in to your account is the only way to track your progress and earn a certificate. By working on courses while logged in, you will be able to stop when you want to, then start again right where you left off. Select the course you wish to work on and then select the section within that course in order to see progress made.





# Accessing Y4Y and Your Account

## Literacy Course Progress →

Introduction ↓ 0 / 68 completed

### Chapter 1 ↓

- 1 2 3 4 5 6 7 8 9 10 11 12 13 14

### Chapter 2 ↓

- 1 2 3 4 5 6 7 8 9 10 11 12 13 14
- 15 16 17 18 19 20 21 22 23 24 25 26 27 28
- 29 30 31 32 33 34 35 36 37 38 39 40 41 42
- 43 44 45 46 47 48 49 50 51 52 53 54

Implementation Strategies ↓ 0 / 104 completed

- 1 2 3 4 5 6 7 8 9 10 11 12 13 14
- 15 16 17 18 19 20 21 22 23 24 25 26 27 28
- 29 30 31 32 33 34 35 36 37 38 39 40 41 42
- 43 44 45 46 47 48 49 50 51 52 53 54 55 56

Select where you last left off or click on Course Progress to go directly to the course.





# Accessing Y4Y and Your Account

You are in the course and ready to get started!

**Literacy**

**Introduction →**

Estimated time to complete: 2 hours

Upon completion, you will receive a **Basic Level** certificate of completion.

Explore the history, benefits and importance of literacy in 21<sup>st</sup> CCLC programs. Learn about the 10 steps you can implement to ensure an impactful experience.

**Implementation Strategies →**

Estimated time to complete: 5-7 hours

Upon completion, you will receive an **Advanced Level** certificate of completion.

Go step-by-step through each stage of planning, designing, implementing and assessing high-quality literacy activities. Get tips, tools and examples to prepare your program for success.

After you complete this section, you'll be able to

- Assess students' literacy needs.
- Design and facilitate literacy activities that align with identified needs.
- Use strategies to increase the time students spend reading and writing after the school day.
- Implement literacy activities with fidelity.

**Coaching My Staff →**

Estimated time to complete: 1 hour

**My Notebook LITERACY**

Save Notes

View my notes from other topics

**Glossary LITERACY**

Search This Topic

Type here to filter terms...

Show Literacy Glossary →

View Entire Glossary →

**Introduction**

**Chapter 1: Overview of Literacy →**

After completing this chapter, you'll be able to

- Define literacy and its four components.
- Describe the benefits of literacy to students and families.
- Explain how literacy initiatives support 21st CCLC program goals.

**Chapter 2: Planning for an Impactful Experience →**

After completing this chapter, you'll be able to

- Identify the steps for planning, designing and implementing literacy activities.
- Describe components of each step.
- Explain how to analyze student data to support intentional development of literacy skills.

This resource is in the public domain. Authorization to reproduce it in whole or in part is granted. This resource was funded by the U.S. Department of Education in 2020 under contract number ED-ESE-14-D-0008. The views expressed here are not necessarily those of the Department. Learn more about professional development planning and 21<sup>st</sup> CCLC learning at <https://y4y.ed.gov>.



# Accessing Y4Y and Your Account

The image below is what the beginning of Chapter 1 of the Literacy course looks like.





## Accessing Y4Y and Your Account

### Print Your Certificate or Retake a Course

After you complete a course, you'll want to print your certificate. Or, in a year, you may find that you want or need to retake a course. By logging into your account and going to your profile page, you will be able to do both! From your profile page, scroll to the course you need to retake or print a certificate. The circle shows where the Retake Course button will appear. The arrow shows where the View/Print Your Certificate button will appear. Selecting that will take you to a page that shows you your certificate and allows you to print.





# Accessing Y4Y and Your Account



This resource is in the public domain. Authorization to reproduce it in whole or in part is granted. This resource was funded by the U.S. Department of Education in 2020 under contract number ED-ESE-14-D-0008. The views expressed here are not necessarily those of the Department. Learn more about professional development planning and 21<sup>st</sup> CCLC learning at <https://y4y.ed.gov>.

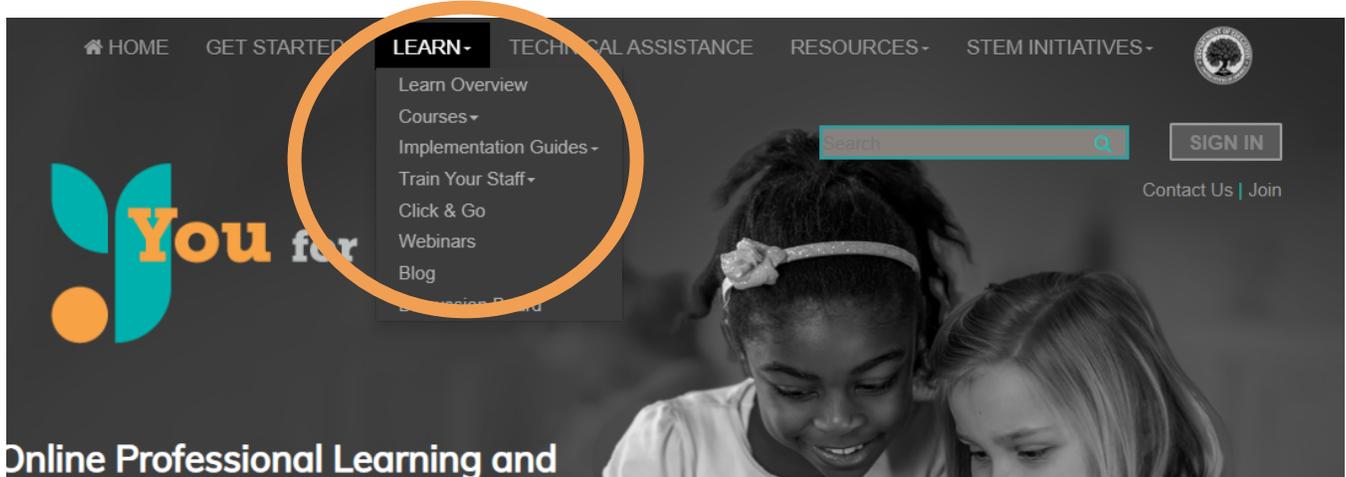




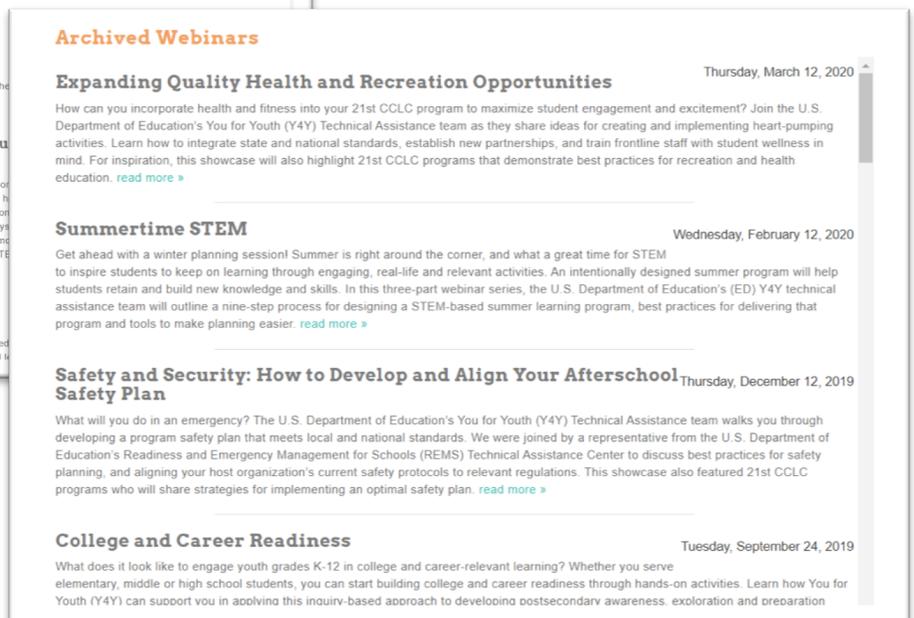
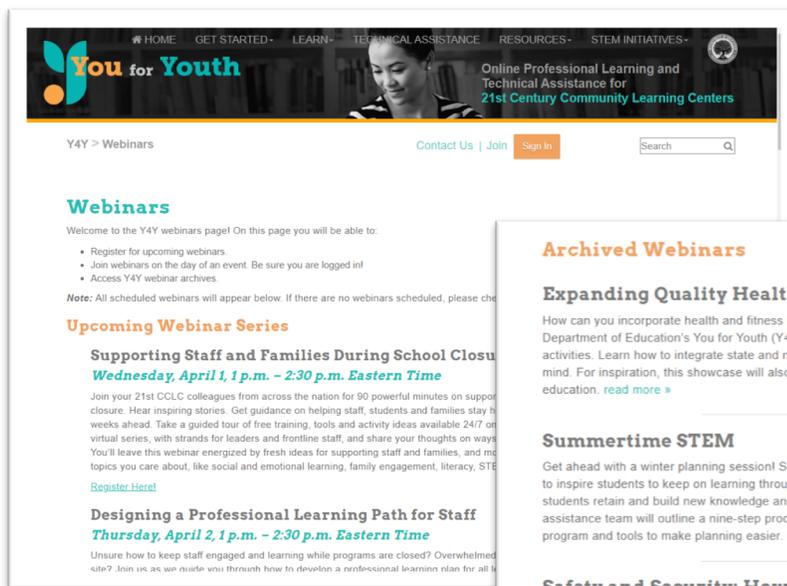
# Accessing Y4Y and Your Account

## Access Webinars

To register for a webinar or access archived webinars, select Learn from the navigation bar, and then select Webinars.



To sign up for a webinar, select the event from the list. To view archived webinars, scroll down the page to find the event you wish to view.



This resource is in the public domain. Authorization to reproduce it in whole or in part is granted. This resource was funded by the U.S. Department of Education in 2020 under contract number ED-ESE-14-D-0008. The views expressed here are not necessarily those of the Department. Learn more about professional development planning and 21<sup>st</sup> CCLC learning at <https://y4y.ed.gov>.

