

Sprout by 5

How to create an I-Lead Account and access Orientation 1 & 2

Create an I-Lead account

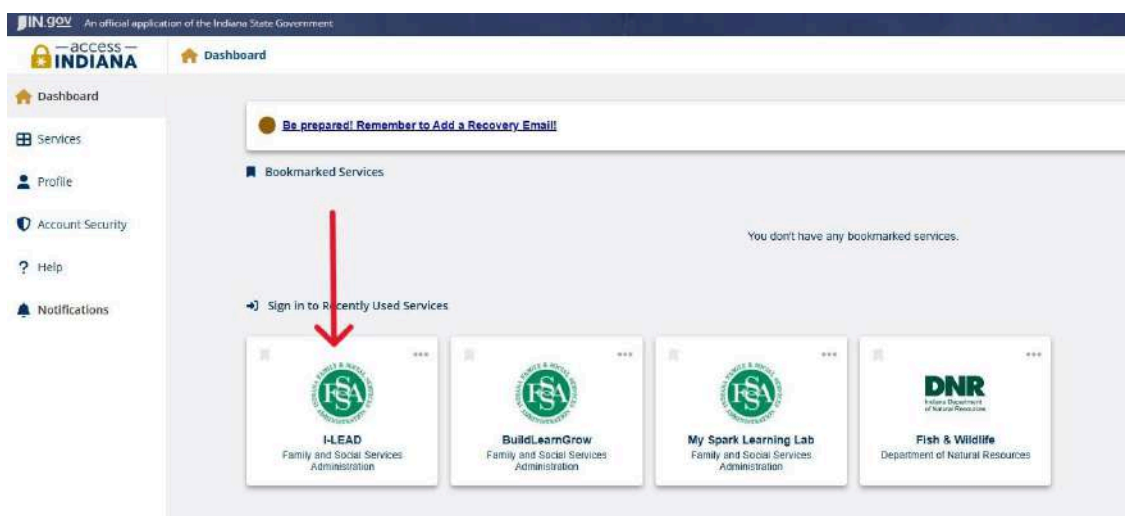
1. Go to [Access Indiana: Getting Started www.in.gov/access/getting-started/](http://www.in.gov/access/getting-started/)
2. Follow instructions to sign up for a new account
 - a. Go to <https://access.in.gov>
 - i. Click on the Don't have an Access Indiana Account
 - b. Enter your personal or business email address.
 - i. Click send Verification Code to continue
 - ii. Email subject line will say Access Indiana Email Verification
 - iii. Copy or write down code
 - c. Under verification code type the code. Click Continue
 - d. Enter a password you create and confirm the password. Click continue to proceed to the next step.
 - e. Enter your personal identifying information. Click Create Account to proceed to the next step

How to find Orientation 1 & 2 on I-Lead

1. Login into your Access Indiana account.



2. Click on the I-Lead icon



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3. Click on Start your Indiana Learning Path

IN.gov I-LEAD

Childcare I-LEAD Home / Dashboard

Connect to Indiana Learning Paths

High-quality early learning experiences begin with your professional development. Indiana Learning Paths connects you with webinars, interactive learning sessions and other learning opportunities that align with licensing and Paths to QUALITY. Indiana Learning Paths is brought to you by Early Care and Education Partners.

Start Your Indiana Learning Path

Connect to My SPARK Learning Lab

Get connected with SPARK Learning Lab! My SPARK Learning Lab provides early education and care programs the ability to complete the Indiana Self-Assessment Tool (I-SAT), a program-level assessment to help program leaders identify areas of growth, and access to SPARK's knowledge center which includes tools, job aids and resources. Need help? Engage with the SPARK Support Team here.

My SPARK Learning Lab

Providers [+ Open A New Program](#)

NAME LICENSE NUMBER PROVIDER STATUS APPLICATION STATUS

INCLUDE CLOSED PROVIDERS

Search Reset

4. On the left hand side of the screen find Courses and click on it.

INDIANA Learning Paths

Home > Training Catalog

DASHBOARD

TRAINING CATALOG

COURSE COLLECTIONS

COURSES

COMMUNITIES

MY TRAINING

CALENDAR

MY CERTIFICATES

Welcome to the Early Learning Indiana Catalog

Course Collections >

Early Learning Substitute Educator Collection Part 1: Mandatory Training

Early Learning Substitute Educator Collection Part 2: Classroom Management

Early Learning Substitute Educator Collection Part 3: Supporting Children

Cursos para la Inducción de Educadores Parte 1: Cursos Obligatorios/

SPARK! Educator Onboarding Course Collection Part 1: Mandatory Training

REGISTER REGISTER REGISTER REGISTER REGISTER

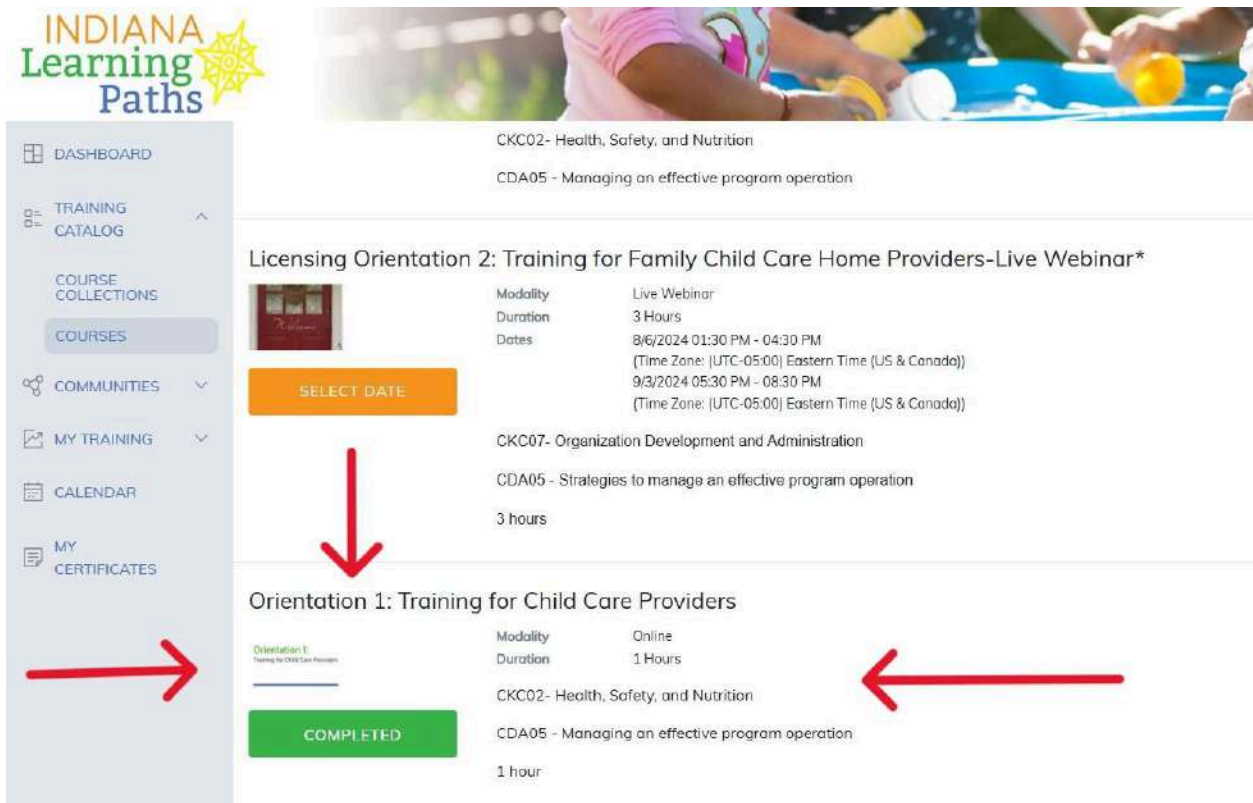
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5. In the search bar under the work Courses you will type in **Orientation**.



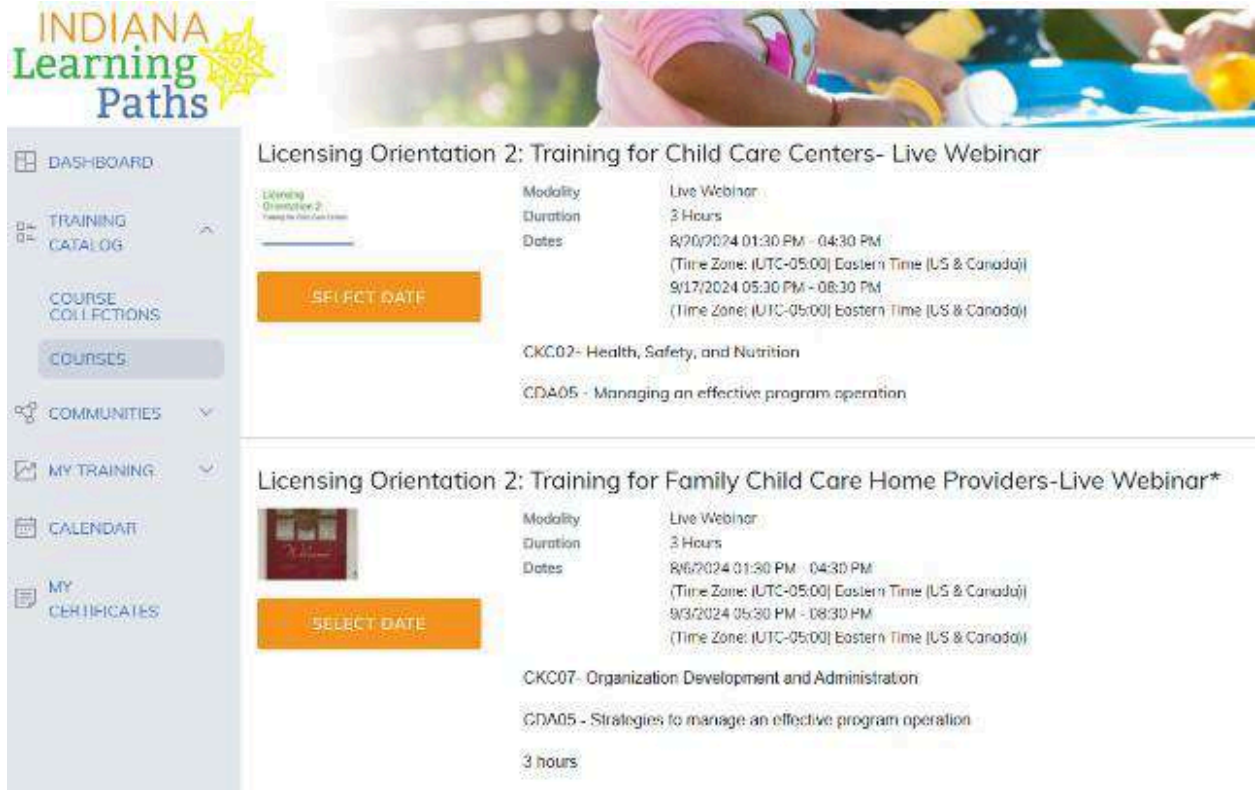
6. Scroll Down until you see Licensing Orientation 1: Training for childcare providers. Please take note yours will **NOT** be completed. It will say **Register**.



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7. Follow the same steps within I-Lead to select a date for Licensing Orientation 2. Make sure you select the appropriate for the childcare provider you are wanting to open as. Options are Family Child Care Home, Child Care Centers, and Unlicensed Registered Child Care Ministries. These have changed formats to Live Webinars.



The screenshot displays the Indiana Learning Paths interface. On the left is a navigation menu with options: DASHBOARD, TRAINING CATALOG, COURSE COLLECTIONS, COURSES, COMMUNITIES, MY TRAINING, CALENDAR, and MY CERTIFICATES. The main content area shows two webinar listings:

Licensing Orientation 2: Training for Child Care Centers- Live Webinar

Modality: Live Webinar
Duration: 3 Hours
Dates: 8/20/2024 01:30 PM - 04:30 PM (Time Zone: (UTC-05:00) Eastern Time (US & Canada))
9/17/2024 05:30 PM - 08:30 PM (Time Zone: (UTC-05:00) Eastern Time (US & Canada))

CKC02- Health, Safety, and Nutrition
CDA05 - Managing an effective program operation

Licensing Orientation 2: Training for Family Child Care Home Providers-Live Webinar*

Modality: Live Webinar
Duration: 3 Hours
Dates: 8/6/2024 01:30 PM - 04:30 PM (Time Zone: (UTC-05:00) Eastern Time (US & Canada))
9/3/2024 05:30 PM - 08:30 PM (Time Zone: (UTC-05:00) Eastern Time (US & Canada))

CKC07 - Organization Development and Administration
CDA05 - Strategies to manage an effective program operation
3 hours