

# MyPGS Instructors Landing Page

The "Instructor Landing Page" tab is available for anyone who is listed as an Instructor for a section in MyPGS. All current and future sections in which you are listed as instructor will appear on this tab, as well as past sections that are missing registration data, attendance, or survey information. This Instructor tab will allow you to click on the button next to the section to take you directly to the section. If you create a course remember to add your name as the section Instructor so that you have access to these features.

Home Transcript PD Help Search PD Evaluation Participation My Evaluations Mentoring Calibration My Staff Administration PD Playlists TNL Support Course Management **Instructor Landing Page**

Instructor

My Instructable Sections

**Outstanding Status** (1 User, 2 Sections)    **Attendance Not Recorded** (1 Section, 177 Users)    **Missing Survey** (2 Sections, 61 Users)

Current Sections    Future Sections    Past Sections

▼ Add Filter

SECTION NUMBER	SECTION TITLE	COURSE TITLE	REGISTRANTS	WAITLIST	START DATE	END DATE + 10 DAYS
85083	New Teacher 2018-19 VSET/DPP Make-up Online Module	New Teacher 2018-19 VSET/DPP Make-up Online Module	244	0	8/14/2018	3/29/2019
87	Find Your 5 Workshop for Elementary School Principals	Find Your 5 Workshop for Principals	12	0	11/1/2018	11/1/2018

2 results

**Outstanding Status:** 1 User, 2 Sections

▼ Add Filter

STATUS	SECTION NUMBER	SECTION NAME	NAME	START DATE	END DATE
Registered	86787	Find Your 5 Workshop for Elementary School Principals		11/01/2018	11/01/2018

1 results

**Attendance Not Recorded:** 1 Section, 177 Users

▼ Add Filter

SECTION NUMBER	SECTION NAME	TIME	USERS	Manage Attendance
85083	New Teacher 2018-19	08/14/2018 12:00 AM - 12:00 PM	177 Users	Manage Attendance

1 results

You can also click on the arrow/button next to Outstanding Status, Manage Attendance, & Manage Survey to access the section.

**Missing Surveys:** 2 Sections, 61 Users

▼ Add Filter

SECTION NUMBER	SECTION TITLE	START DATE	END DATE	SURVEYS	Manage Surveys
83923	2018-19 MyPGS Initial Online Training for NEW Professional Learning Course Administrators	7/1/2018	6/30/2019	27	Manage Surveys
85083	New Teacher 2018-19 VSET/DPP Make-up Online Module	8/14/2018	3/29/2019	34	Manage Surveys

To view older sections needing edit by date, click the "Past Sections" tab and filter by "End Date" "Before" or "After", chose a date and click the Check-mark, then "Update Table." Keep in mind that this will only list sections where you are listed as instructor, if you created the course but did not list yourself as instructor for the sections, this shortcut will not be available for those sections.

Current Sections    Future Sections    **Past Sections**

Hide Filters

▼ Add Filter

Filter: End Date    Before    9/5/2018    ✕

Update Table

SECTION NUMBER	SECTION TITLE	COURSE TITLE	REGISTRANTS	WAITLIST	START DATE	END DATE
----------------	---------------	--------------	-------------	----------	------------	----------