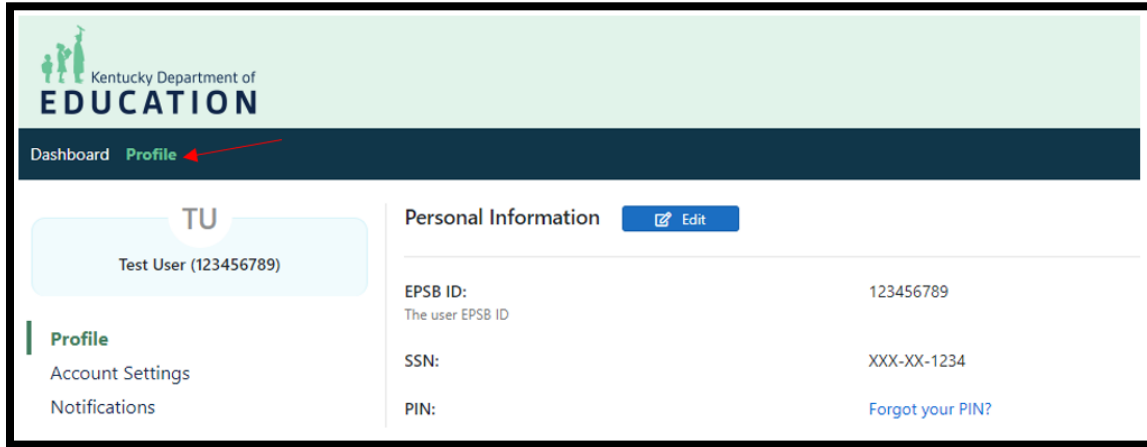


# Kentucky Educator Certification System

## COOP Teacher Training (Part A): <https://kecs.education.ky.gov/>

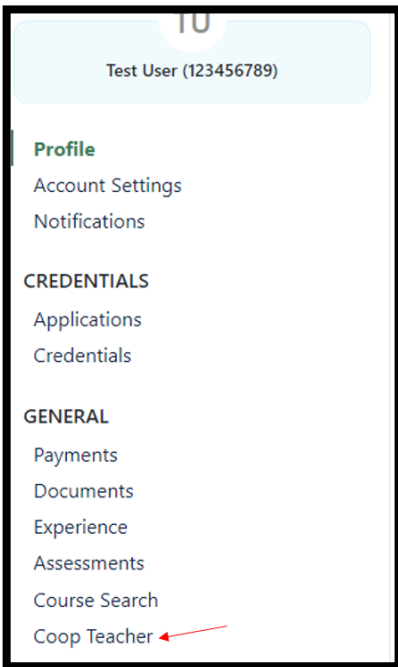
To self-report your Part A Training in KECS, click on **Profile**.



The screenshot shows the user profile page for 'TU' (Test User 123456789). The page has a green header with the Kentucky Department of Education logo. A dark blue navigation bar contains 'Dashboard' and 'Profile' (highlighted with a red arrow). The main content area is divided into two columns. The left column contains a user card with 'TU' and 'Test User (123456789)', and a 'Profile' section with links for 'Account Settings' and 'Notifications'. The right column is titled 'Personal Information' with an 'Edit' button. It contains a table of user details:

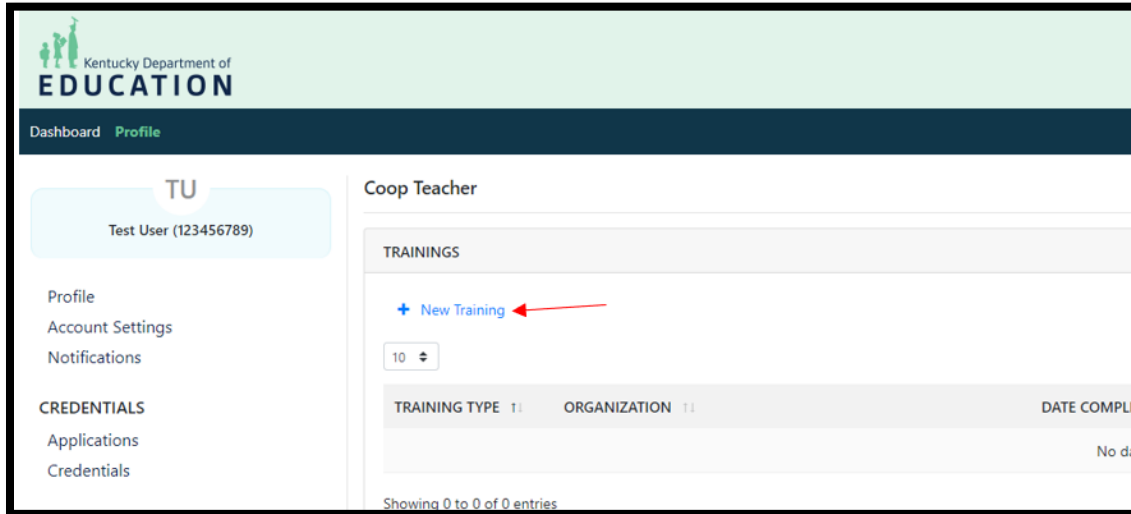
EPSB ID:	123456789
<small>The user EPSB ID</small>	
SSN:	XXX-XX-1234
PIN:	<a href="#">Forgot your PIN?</a>

Click **Coop Teacher** from the left navigation.

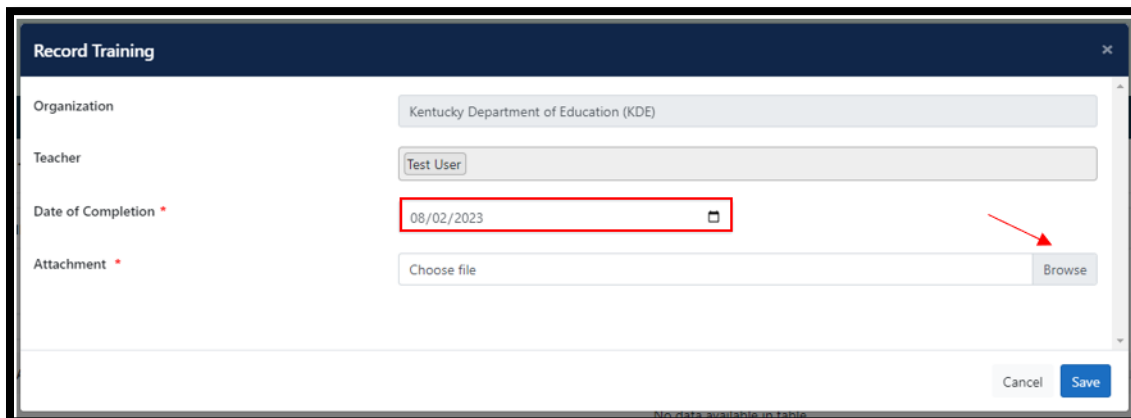


The screenshot shows the left navigation menu for the user 'TU' (Test User 123456789). The menu is organized into sections: 'Profile' (with 'Account Settings' and 'Notifications'), 'CREDENTIALS' (with 'Applications' and 'Credentials'), and 'GENERAL' (with 'Payments', 'Documents', 'Experience', 'Assessments', 'Course Search', and 'Coop Teacher'). A red arrow points to 'Coop Teacher'.

Click **+New Training**.

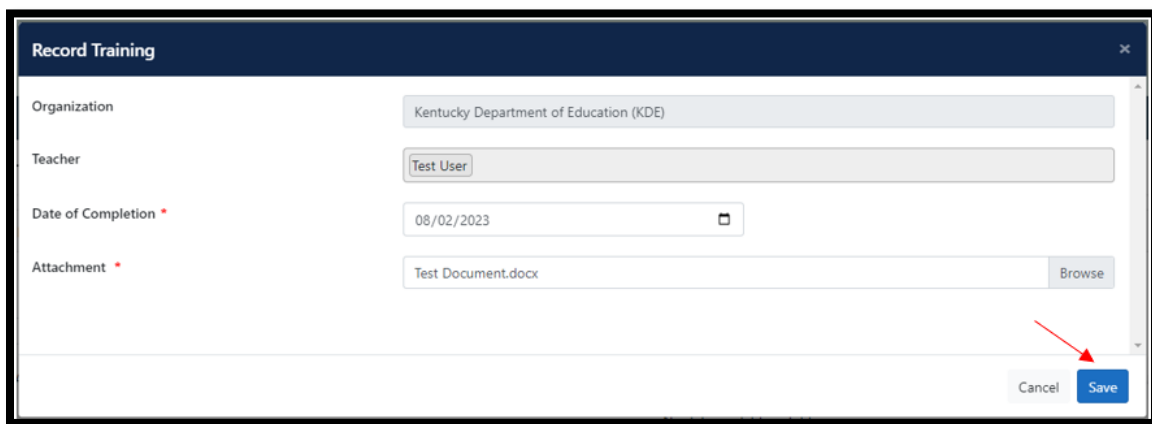


The Organization and Teacher (your name) will already be automatically populated for you. Choose the Date of Completion and then add the appropriate attachment by clicking **Browse**.



Click

**Save.**



Part A will then show under Trainings.

The screenshot shows a user profile page for 'TU' (Test User 123456789). The page is titled 'Coop Teacher' and features a 'TRAININGS' section. A red arrow points to the 'Part A' entry in the training list. The training details are as follows:

TRAINING TYPE	ORGANIZATION	DATE COMPLETED
Part A	Kentucky Department of Education (KDE)	08/02/2023

Showing 1 to 1 of 1 entries