

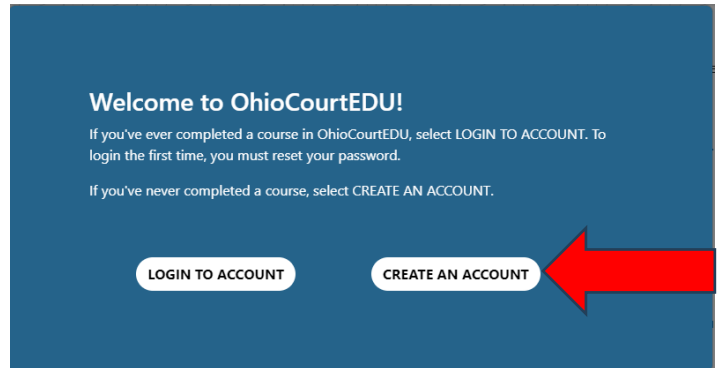
ACCESS AND USE THE JUDICIAL COLLEGE'S LEARNING MANAGEMENT PLATFORM

CREATE AN ACCOUNT

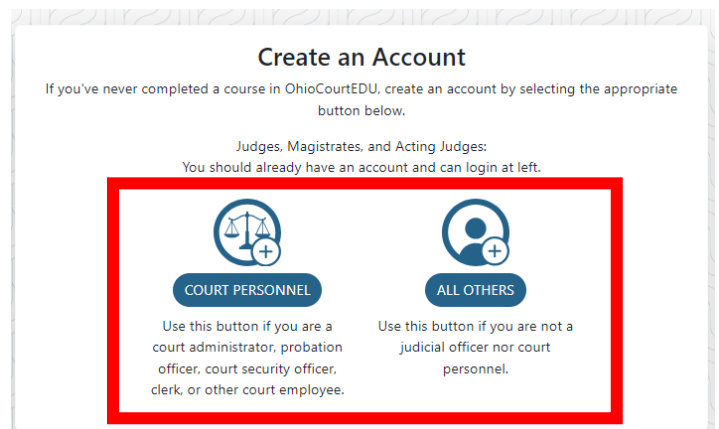
NOTE: If you already have an account, skip to **LOGIN TO ACCOUNT** on Page 4.

Step 1: Navigate to <https://www.supremecourt.ohio.gov/ohioCourtEDU/register/>.

Step 2: Select **CREATE AN ACCOUNT**.



Step 3: Click on the appropriate **Category** that applies to your position.



Step 4: If an **Enrollment Key** pop-up displays, ensure the correct user type is shown and select Enroll.



Enrollment Key

Please enter the enrollment key name, then click 'Enroll'.

Key Name

Enroll

Step 5: Complete the Registration Form. The system will not let you continue unless you fill in all **Required Fields**.

For Court Personnel:

Sign Up

Use the form below to create a new account. If you already have an account, login using the button above. If you are signing up as court personnel, you are attesting to being currently employed by or assigned to serve a court in the State of Ohio.

First Name	<i>Required</i>
<input type="text"/>	
Middle Name	
<input type="text"/>	
Last Name	<i>Required</i>
<input type="text"/>	
Email	<i>Required</i>
<input type="text"/>	
Password	<i>Required</i>
<input type="password"/>	
Re-enter Password	<i>Required</i>
<input type="password"/>	
Phone Number	<i>Required</i>
<input type="text"/>	

If not applicable, leave blank.
Do not enter 0.

Enter the court where you work.

Select Sign Up.

Address	<i>Required</i>
<input type="text"/>	
Address 2	
<input type="text"/>	
Country	<i>Required</i>
<input type="text"/>	
State	<i>Required</i>
<input type="text"/>	
City	<i>Required</i>
<input type="text"/>	
Zip Code	<i>Required</i>
<input type="text"/>	

Job Title	<i>Required</i>
<input type="text"/>	
Ohio Attorney Registration Number	
<input type="text"/>	
Employer	<i>Required</i>
<input type="text"/>	
Are you an adult PO hired in the past 12 mont...	<i>Required</i>
<input type="text"/>	
County	<i>Required</i>
<input type="text"/>	

[Back To Login](#)

For All Others:

Sign Up

Use the form below to create a new account. If you already have an account, login using the button above. If you are signing up as court personnel, you are attesting to being currently employed by or assigned to serve a court in the State of Ohio.

First Name *Required*

Middle Name

Last Name *Required*

Email *Required*

Password *Required*

Re-enter Password *Required*

Phone Number *Required*

If not applicable, leave blank.
Do not enter 0.

Use the dropdown menus to select your county of residence and your primary connection to a court.

Select Sign Up.

Address *Required*

Address 2

Country *Required*
Country

State *Required*
State

City *Required*

Zip Code *Required*

Ohio Attorney Registration Number

County *Required*
County

What is your primary connection to a court? *Required*
What is your primary connection to a court?

Sign Up

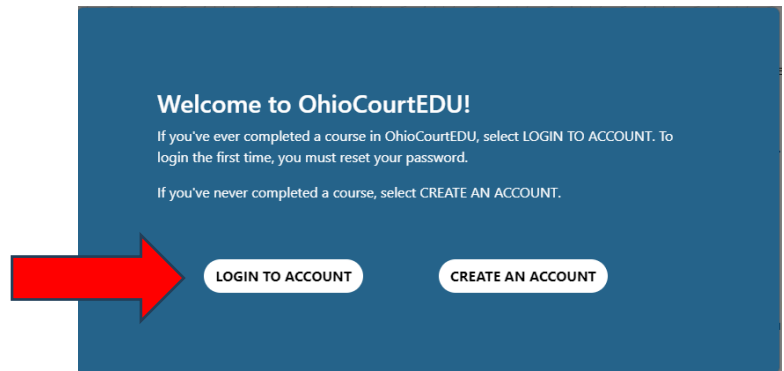
[Back To Login](#)

Step 6: You will be taken to the **Login Page**, where you can access the website using your email address as your username and the password you created.

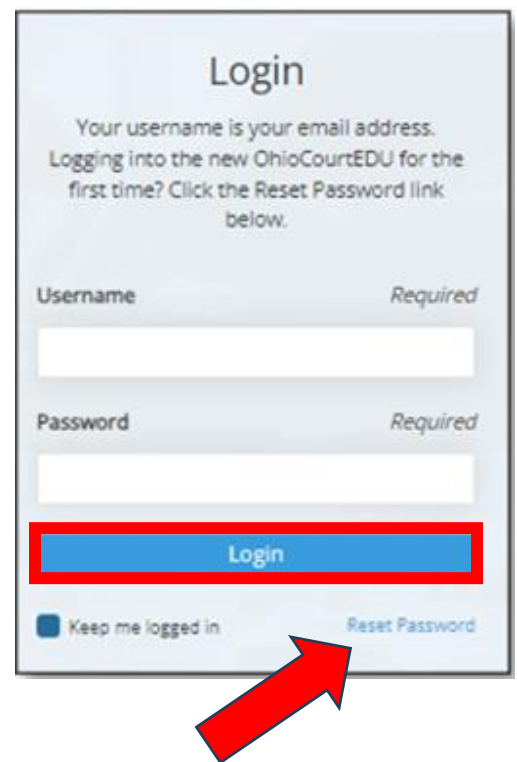
LOGIN TO ACCOUNT

Step 1: Navigate to <https://www.supremecourt.ohio.gov/ohioCourtEDU/>.

Step 2: Select **LOGIN TO ACCOUNT**.



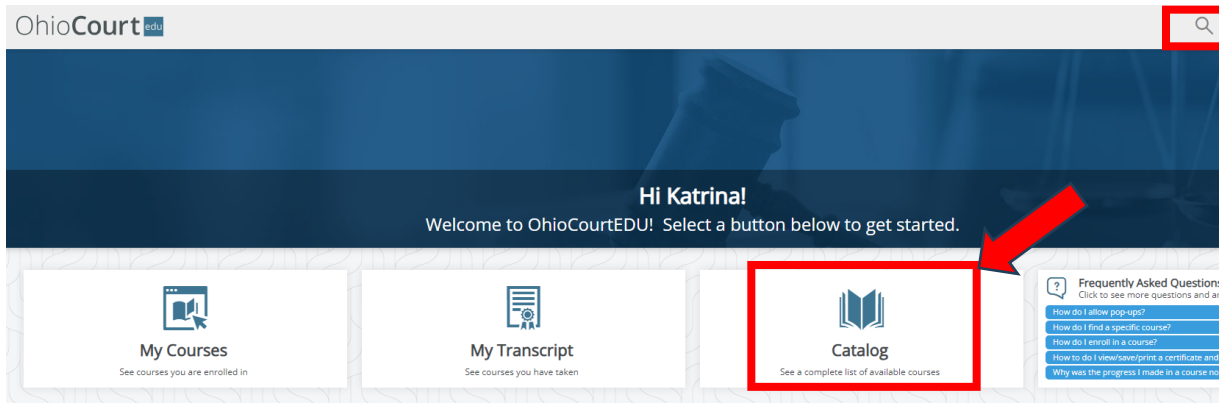
Step 3: You will be taken to the **Login Page**, where you can access the website using your email address as your username and the password you created. If you have forgotten your password, select **Reset Password**.



COMPLETE A COURSE

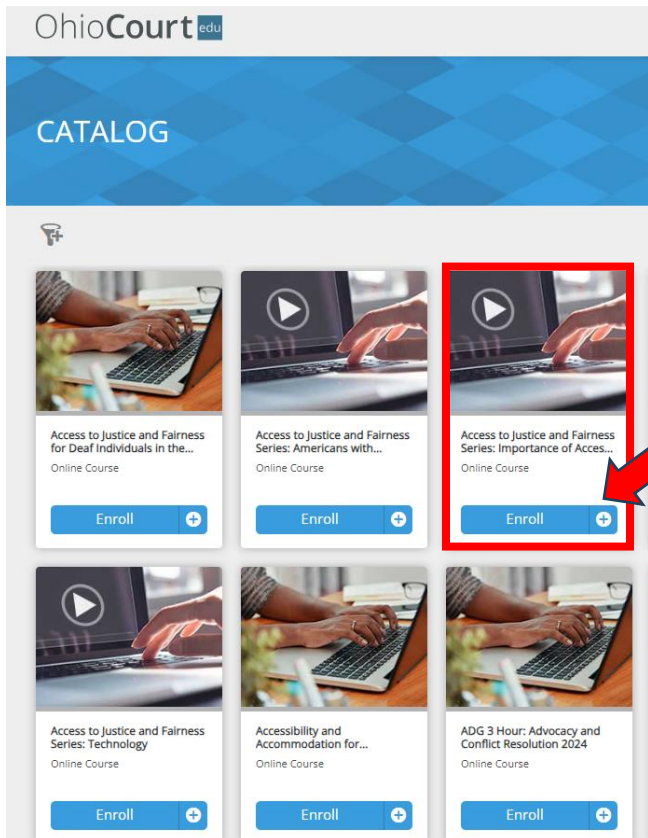
ENROLL IN COURSE

Step 1: Once you log in, select **Catalog** to browse education course titles. You may also use the **search** function to look for training.



Step 2: Enroll in the desired course by selecting the button.

Tip: Use the filters on the left-hand side to help find a course.



New Guardians appointed by the Stark County Probate Court are required to take the course entitled: **"ADG 6 Hour: Guardianship Fundamentals"** within 3 months of their appointment.

Guardians must take 3 hours of guardianship training course every year after they are first appointed. Courses beginning with "ADG 3 Hours" may be used to satisfy this requirement.

Step 3: If you enrolled in an online course, you may begin learning immediately by selecting **Launch**.

Name		
	Judicial Ethics 2025	Launch 
	Judicial Entries and ODYS	Enroll 

For live webinar/in-person courses, select **Register for Session** to complete your enrollment.

Court Cafe: Legislative Update


Live Course

[Course Content](#) [Sessions](#)

FOR ALL COURT PERSONNEL

With the close of calendar year 2024, several pieces of legislation were signed into law by Governor DeWine affecting courts and their justice system partners. Join us on January 31st for an overview of relevant legislation recently passed.

My Session


No Sessions Enrolled Yet
Choose a live session to enroll in this course. Completion of a session is required for course completion.

[Register for Session](#)

Subjects

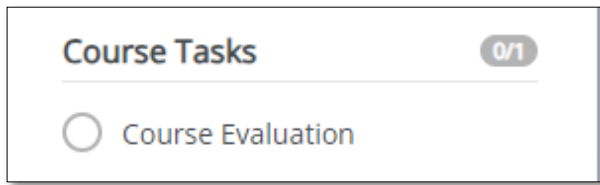
[Justice System](#) [Legislative](#)
[Webinar](#)

Resources

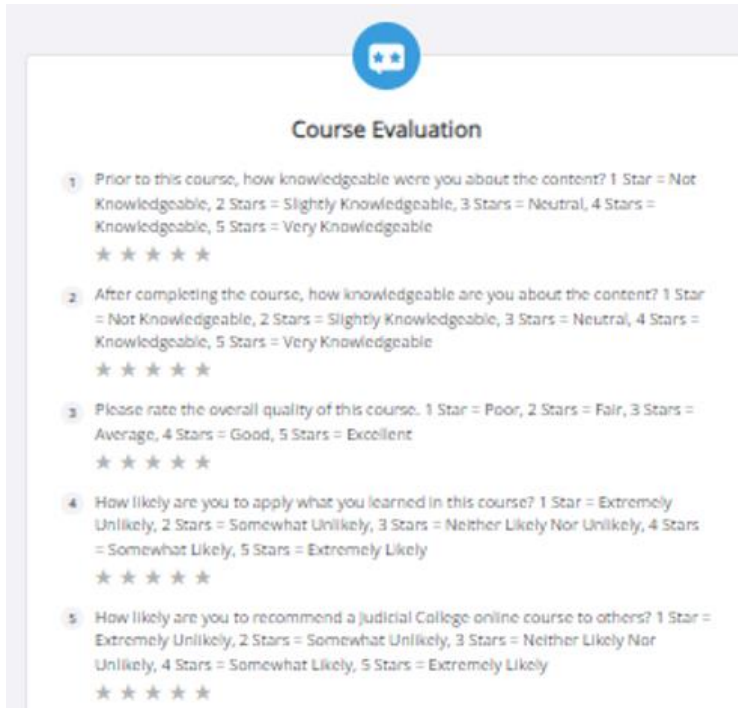
Step 4: Complete the course.

EVALUATE COURSE

Step 5: Once the course is completed, on the course page, under the Course Tasks, select **Course Evaluation**.

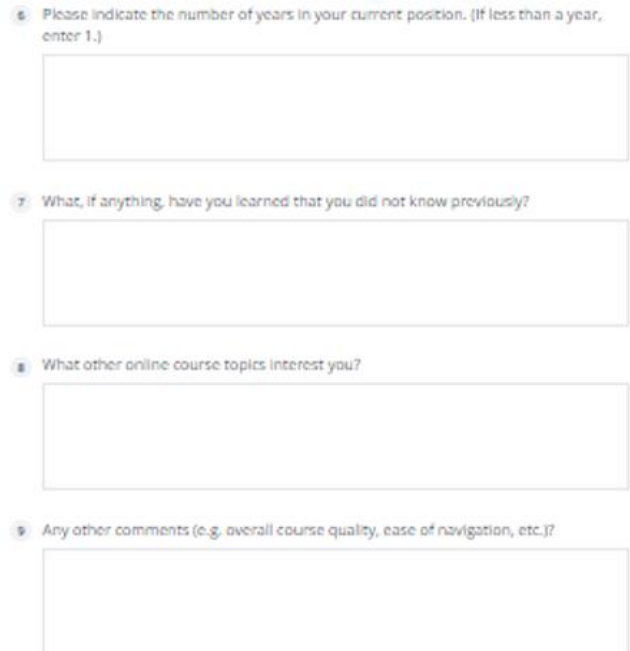


Step 6: Fill out and **Submit** the evaluation.



The screenshot shows the 'Course Evaluation' form with a blue speech bubble icon at the top. The form contains five numbered questions, each with a 5-star rating scale below it:

- 1 Prior to this course, how knowledgeable were you about the content? 1 Star = Not Knowledgeable, 2 Stars = Slightly Knowledgeable, 3 Stars = Neutral, 4 Stars = Knowledgeable, 5 Stars = Very Knowledgeable
★ ★ ★ ★ ★
- 2 After completing the course, how knowledgeable are you about the content? 1 Star = Not Knowledgeable, 2 Stars = Slightly Knowledgeable, 3 Stars = Neutral, 4 Stars = Knowledgeable, 5 Stars = Very Knowledgeable
★ ★ ★ ★ ★
- 3 Please rate the overall quality of this course. 1 Star = Poor, 2 Stars = Fair, 3 Stars = Average, 4 Stars = Good, 5 Stars = Excellent
★ ★ ★ ★ ★
- 4 How likely are you to apply what you learned in this course? 1 Star = Extremely Unlikely, 2 Stars = Somewhat Unlikely, 3 Stars = Neither Likely Nor Unlikely, 4 Stars = Somewhat Likely, 5 Stars = Extremely Likely
★ ★ ★ ★ ★
- 5 How likely are you to recommend a Judicial College online course to others? 1 Star = Extremely Unlikely, 2 Stars = Somewhat Unlikely, 3 Stars = Neither Likely Nor Unlikely, 4 Stars = Somewhat Likely, 5 Stars = Extremely Likely
★ ★ ★ ★ ★



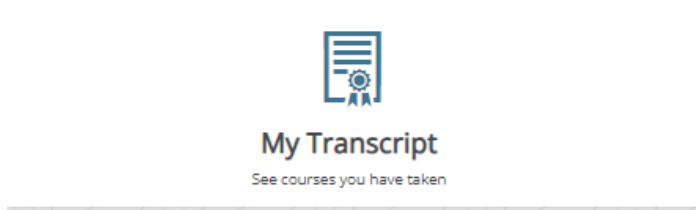
The screenshot shows questions 6 through 9 of the evaluation form, each with a corresponding text input field:

- 6 Please indicate the number of years in your current position. (If less than a year, enter 1.)
- 7 What, if anything, have you learned that you did not know previously?
- 8 What other online course topics interest you?
- 9 Any other comments (e.g. overall course quality, ease of navigation, etc.)?

Submit

OBTAIN CERTIFICATE

Step 7: On the learner dashboard, select **My Transcript**.



Step 8: Locate the desired course within the certificate list and select **Download**.

A screenshot of a transcript page for Paula Hyman. The header says "TRANSCRIPT FOR PAULA HYMAN" and has a "Print Transcript" button. Below the header are tabs for "Credits", "Certificates", and "Courses". A user profile section shows a placeholder for a photo and lists: Username: |, Email Address: |, Department: The Supreme Court of Ohio, Credits: 12. The "Credits" section shows four categories: Judicial College (General) with 7 credits, CLE (General) with 2 credits, Judicial Conduct with 2 credits, and Attorney Professional Conduct with 1 credit. The "Certificates" section has a "Certificate is expired" warning and a table with three rows. The first row, "Court Security for All Court Employees 2024", has a "Download" button highlighted with a red box. The other two rows also have "Download" buttons.

Course Title	Valid From	Expires	View
Court Security for All Court Employees 2024	May 24, 2024 1:58 PM		Download
Cultural and Diversity Considerations 2024	May 29, 2024 9:12 AM		Download
Ethics for Court Employees	May 17, 2024 12:41 PM		Download

Step 9: Your certificate will open in a new browser tab, where you can **Save** or **Print** it.



OBTAIN TRANSCRIPT

Step 10: On the learner dashboard, select **My Transcript**.



My Transcript

See courses you have taken

Step 11: On the transcript page, select **Print Transcript**.

TRANSCRIPT FOR PAULA HYMAN

Print Transcript