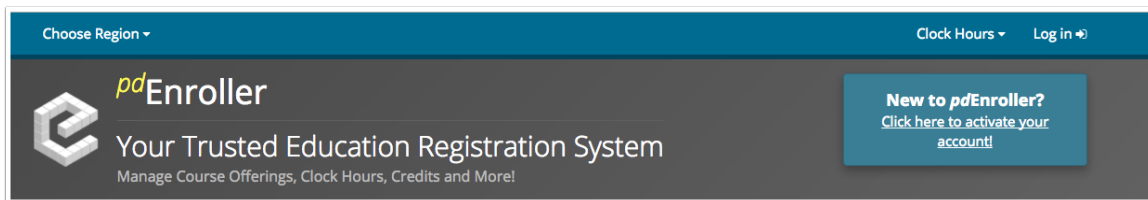


# Activating Your pdEnroller Account

Logging In

<http://www.pdenroller.org>

If you have ever had an account with myESD (or myTSD for Tumwater or myOSD for Olympia) you already have an account on pdEnroller. You will just need to claim and activate your account. Click on the big blue button that says, "New to pdEnroller? Click here to activate your account."



## Claim Account

Enter the email address you used for myESD in the box below. If you are not sure what email address you used, try your school email first. The system will check to see if you have an account under that email address, and will send you an activation email. Click on the link in that email and follow directions to set up a new password.

A screenshot of the pdEnroller Onboarding Process form. The form has a dark blue header with the text 'pdEnroller Onboarding Process'. Below the header, there is a message: 'You may already have an account from another courses and registration system. Enter your email below to activate your imported account.' There are four steps listed: 1. '@ Enter your email address (User ID or Login ID)', 2. '✉ An email with a secure link for accessing pdEnroller will be sent', 3. '👉 Click on the link provided to set up a new password', and 4. '👤 Update your profile information to complete the onboarding process'. At the bottom, there is a text input field with the placeholder text 'Your email address...' and a red arrow pointing to it. Below the input field is a green button that says 'Lets get started!'.

## Welcome to pdEnroller!

Welcome to *pd*Enroller!

You have an existing account from an old system.



An email has been sent to [REDACTED] with a link to set your password and profile information.

## Email

The email you receive will look like this. Click on the "clicking here" link.

### Enroller

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Cindy Jouper,

Welcome to Enroller!

Please activate your account by [clicking here](#).

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## Activation screen

Enter and confirm your new password. Be sure to pay attention to the password rules highlighted in yellow below.

Update your contact information. Fields with an asterisk (\*) are required.

### Welcome to pdEnroller!

Your account information has been imported from an old system. Please take a moment to confirm that everything is correct and set a new password.

#### Account

**Username / Primary Email**

Your login and email address for notifications.  
You may change your email address once logged in via your account profile.

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**New Password \***

**Confirm password \***

Your password must be at least **8 characters** long and contain at least **three** of the following: Lower case letter, upper case letter, a number, special character.

#### Contact Information

**First Name \***  **Last Name \***

**Phone Number \***  Best number to contact you regarding registration or cancellations.

**Alternate Phone Number**

**Mailing Address \***

**Street**

**City**  **State**  **Zip Code**

## Employment Information

Continue scrolling down the screen to the Employment information. Your district will be filled in from your old account, but you can update here if needed. The other fields are optional, but helpful.

Employment

**School District / Employer \***   
Select your district or employer. Enter 'None' or 'Other' if not found.

**School / Building**   
Optional school or location within your district.

**Washington Teaching Certificate Number**  To aid in tracking your clock hours (optional)

**STARS Number**

**Position / Role** (check all that apply)

<input type="checkbox"/> Admin Assistant / Secretary	<input type="checkbox"/> All District Staff - School and Central Office	<input type="checkbox"/> Alternative Learning Staff
<input type="checkbox"/> Assessment Coordinator	<input type="checkbox"/> Assessment Director	<input type="checkbox"/> Board Member
<input type="checkbox"/> Business Manager	<input type="checkbox"/> Child Care Provider	<input type="checkbox"/> Classified Staff
<input type="checkbox"/> Communication Directors	<input type="checkbox"/> Community Health Center Staff	<input type="checkbox"/> Counselor
<input type="checkbox"/> Curriculum Director / Coordinator	<input type="checkbox"/> District Data Coordinator	<input type="checkbox"/> DOH Healthy Communities Staff
<input type="checkbox"/> DOH TPCP Staff	<input type="checkbox"/> Early Learning Provider	<input type="checkbox"/> ECEAP Provider
<input type="checkbox"/> Ed Tech Director	<input type="checkbox"/> Elementary Teacher	<input type="checkbox"/> Foster Care Liaison
<input type="checkbox"/> Health Care Administrator	<input type="checkbox"/> Health Educator	<input type="checkbox"/> High School Teacher
<input type="checkbox"/> Homeless Liaison	<input type="checkbox"/> Human Resource Directors	<input type="checkbox"/> Information Technology Director
<input type="checkbox"/> Instructional Coach	<input type="checkbox"/> Librarian	<input type="checkbox"/> Middle School Teacher
<input type="checkbox"/> Network Administrator	<input type="checkbox"/> Nutrition/Food Service Staff	<input type="checkbox"/> Paraeducator
<input type="checkbox"/> Parent / Community Member	<input type="checkbox"/> Prevent / Intervention Specialist	<input type="checkbox"/> Principal
<input type="checkbox"/> Registrar	<input type="checkbox"/> School Bus Driver	<input type="checkbox"/> School Bus Driver Instructor
<input type="checkbox"/> School District / Building Administrator	<input type="checkbox"/> School Nurse	<input type="checkbox"/> School Psychologist
<input type="checkbox"/> Service Provider	<input type="checkbox"/> Social Worker	<input type="checkbox"/> Special Education Administrator
<input type="checkbox"/> Special Education Teacher	<input type="checkbox"/> Speech / Language Pathologist	<input type="checkbox"/> Superintendent
<input type="checkbox"/> Teacher	<input type="checkbox"/> Treatment Provider	

## Interests

Continue scrolling, and fill in any interests you may have. Doing this will subscribe you to a mailing list that will send email notifications when a new course is added that includes that topic. This is optional.

Click the Activate Account button.

Interests

As a registered user, you can choose to receive email notifications when new courses are made available. To subscribe, please select from the subjects:

<input type="checkbox"/> Accounting / Business Services	<input type="checkbox"/> Accounts Payable	<input type="checkbox"/> Alternative Learning
<input type="checkbox"/> Assessment	<input type="checkbox"/> Behavior Management	<input type="checkbox"/> Bullying / Cyber Bullying Prevention
<input type="checkbox"/> Career and Technical Education (CTE)	<input type="checkbox"/> Choice Transfer	<input type="checkbox"/> Communications
<input type="checkbox"/> Culture	<input type="checkbox"/> Community Services	<input type="checkbox"/> Crystal Reports
<input type="checkbox"/> DOH Administration	<input type="checkbox"/> Curriculum	<input type="checkbox"/> Diversity
<input type="checkbox"/> Early Childhood	<input type="checkbox"/> DOH Healthy Communities	<input type="checkbox"/> DOH TPCP Administration
<input type="checkbox"/> Emergency Response	<input type="checkbox"/> Early Learning	<input type="checkbox"/> Educational Technology
<input type="checkbox"/> Family Support Services	<input type="checkbox"/> English Language Arts (ELA)	<input type="checkbox"/> Evaluation
<input type="checkbox"/> Harassment and Intimidation	<input type="checkbox"/> Fine Arts	<input type="checkbox"/> Graduation Requirements
<input type="checkbox"/> Human Resources	<input type="checkbox"/> Health	<input type="checkbox"/> Highly Capable
<input type="checkbox"/> LAP / Title	<input type="checkbox"/> Intervention	<input type="checkbox"/> LAP
<input type="checkbox"/> Migrant / Bilingual	<input type="checkbox"/> Library / Media	<input type="checkbox"/> Mathematics
<input type="checkbox"/> Online Learning	<input type="checkbox"/> Multi-Tiered Systems of Support (MTSS)	<input type="checkbox"/> Network Services
<input type="checkbox"/> Physical Education	<input type="checkbox"/> Open Education Resources (OER)	<input type="checkbox"/> Nutrition / Food Services
<input type="checkbox"/> Reading	<input type="checkbox"/> Professional Development	<input type="checkbox"/> Payroll
<input type="checkbox"/> School Improvement	<input type="checkbox"/> Safety	<input type="checkbox"/> Professional Learning
<input type="checkbox"/> Skyward Human Resources	<input type="checkbox"/> Science / SMERC	<input type="checkbox"/> SAS
<input type="checkbox"/> Social Emotional	<input type="checkbox"/> Skyward Payroll	<input type="checkbox"/> Skyward Fiscal
<input type="checkbox"/> Special Education	<input type="checkbox"/> Social Media	<input type="checkbox"/> Skyward Student
<input type="checkbox"/> Technology	<input type="checkbox"/> STARS	<input type="checkbox"/> Social Studies
<input type="checkbox"/> TPEP	<input type="checkbox"/> Title1	<input type="checkbox"/> STEM
	<input type="checkbox"/> Transportation Services	<input type="checkbox"/> TPC Administration

[✓ Activate Account](#)