

WELCOME TO CAREERTECH MASTER EDUCATOR!

You will request a login from Jennifer Wehrenberg. Her email address is Jennifer.wehrenberg@careertech.ok.gov.
(Please call Jennifer's cell phone number, 405-742-8575, if you need assistance.)

STEP 1: Jennifer Wehrenberg will send you an email with directions on the process to log in.

Welcome! You will receive an email from the Master Educator site with login information. I've attached a picture of what the email will look like.

Once you receive the email, you will need to change your password. Click on the link. The link will expire after seven days. After changing your password, you will be ready to log in. Your work email address is your username.

Once you are logged in, you should see the dashboard. Go to the "Catalog" tile and click to see all the categories we offer. We have several to choose from. You may also search for a particular topic by clicking on the magnifying glass at the top of the dashboard.

Here is the website for you to bookmark in your browser: www.ctmastereducator.com. If you have any questions, please call or email. We're here to help!

[External] Welcome to CareerTech Master Educator



CareerTech Master Educator <noreply@myabsorb.com>
To: marcyl@meridiantech.edu

Retention Policy Never Delete/Archive (Never)

Expires Never

Hi Marcy Luter,

Welcome to CareerTech Master Educator.

When you're ready to get your training started, please begin by setting your password here:

https://www.ctmastereducator.com/#/resetpassword/BvtpWqpow3gLhyPLwaafM2aKPatggn_RIQy8XQlvR6mG1EWqkqnyRDCaxOkilink=aHR0CHM6Ly93d3cuY3RtYXNOZXRlZHVlYXRvcj5jb20vYXBpL3Jlc3QvdjlvGfzc3dvcmtcmVzZXZlL0J2dHBxcXBvdzNntGh5cEx3YW

Please note that this link will expire after 7 days.

You can access your training at any time by using your username marcyl@meridiantech.edu and visiting: www.ctmastereducator.com

Welcome aboard and good luck with your training!

Oklahoma Department of Career and Technology Education
Jennifer.wehrenberg@careertech.ok.gov

Note: This is a system generated message. Please do not reply to this email.

STEP 2: Click on the link in the email from the Master Educator site. It will automatically take you to a page to reset your password.

Reset Password

Please enter a new password. Password must be at least 6 characters in length

New Password

Required

Confirm Password

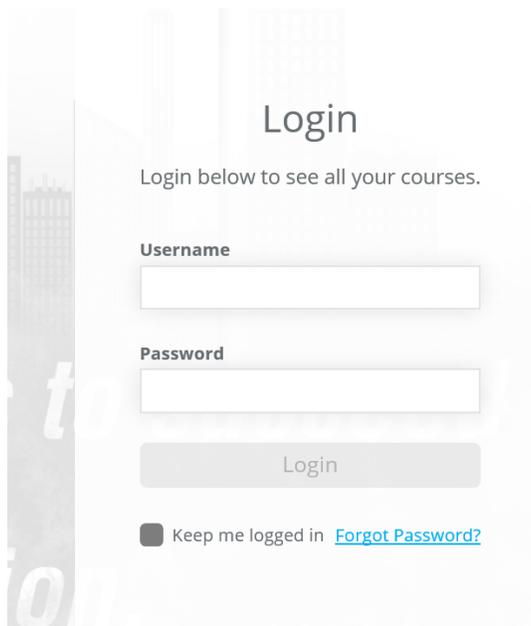
Required

Reset Password

careertech

➤ ➤ **STEP 3:** After entering a password with at least six characters, you will be allowed to log in to the Master Educator site.

Remember, your work email is your username. You might want to find a secure place to write down your password. You can also add this website your favorites: www.ctmastereducator.com.



➤ ➤ **STEP 4:** Once you've logged in, you will see the dashboard. Find the tile called "Catalog" and click to see the multiple categories that are available.

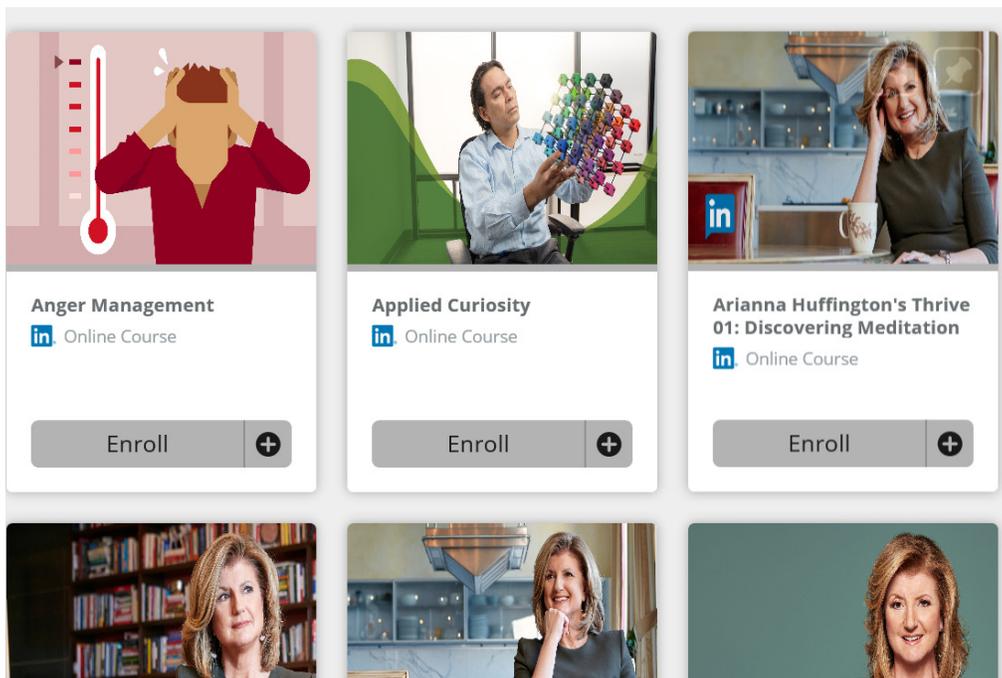


➤ ➤ **STEP 5:** Select a category. For this example, we are selecting “Wellness.”

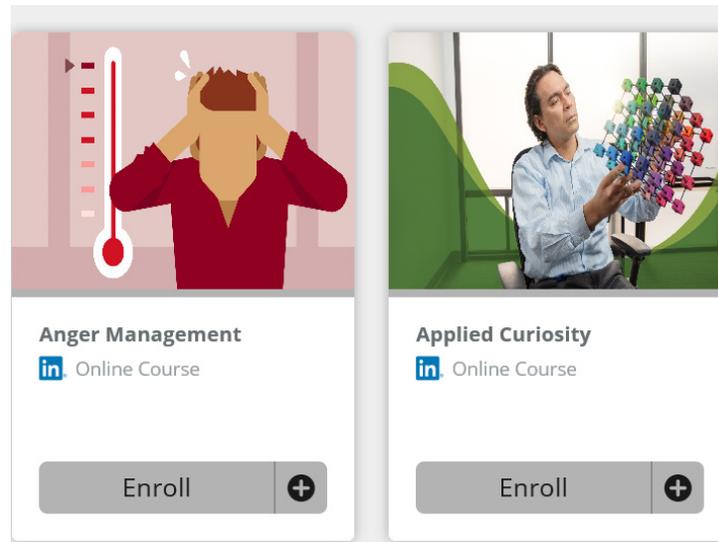
Remember, your work email is your username. You might want to find a secure place to write down your password. You can also add this website your favorites: www.ctmastereducator.com.



➤ ➤ **STEP 6:** After selecting the “Wellness” category, you will see the courses available. Select one. We are selecting “Anger Management.” Click on the enroll button.



➤ ➤ **STEP 7:** After you click on the enroll button, it will read “Start.” Click on the start button.



➤ ➤ **STEP 8:** You will now see details about the course. Find the button that says “Start” and click.

Course Content



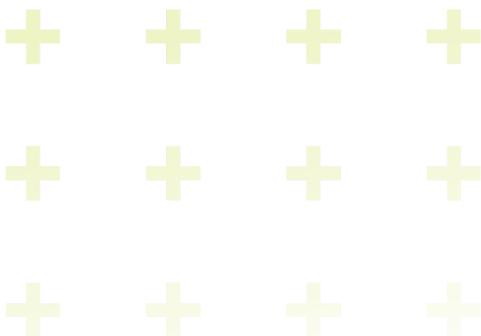
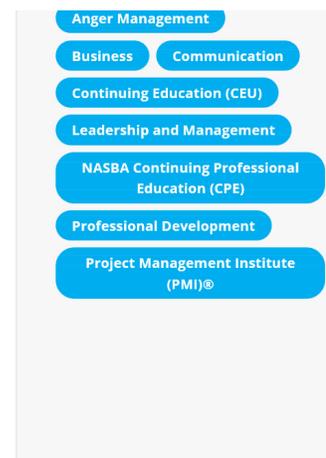
Chapter 1

1 Lesson(s)

▶ Anger Management in Start

Status: Not Started

Anger is a part of the human experience. If not managed properly, anger can be destructive. But anger can also be used for your benefit once you learn to identify, manage, and channel it. In this course, executive educator Marlene Chism helps you make sense of anger. You'll learn how to identify your triggers, how to get to the root of your anger, and how to channel anger to your highest good. Marlene shows you how anger can be a tool for personal and professional growth, and a catalyst



➤ ➤ **STEP 9:** As the course is opening, you may encounter a problem with pop-ups. You may see the image below. You will need to allow pop-ups in your browser to view the course..

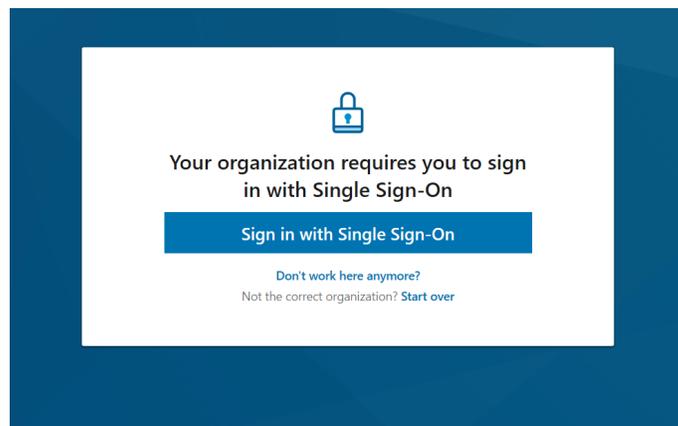


⚠ [Your browser appears to be blocking pop-up windows.](#)

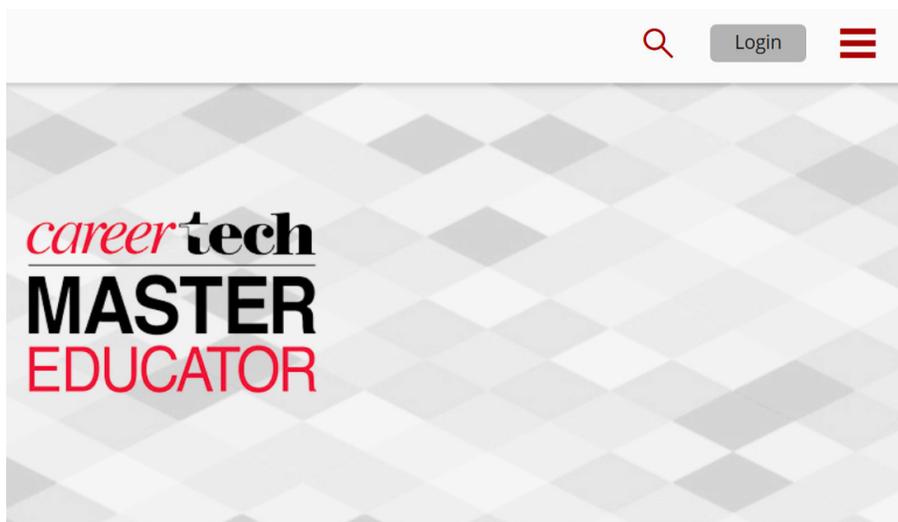
[Please disable your browser's pop-up blocker \(or add this website to your safe list\) and try again.](#)



➤ ➤ **STEP 10:** Once you've allowed pop-ups, you will be asked to sign in with "Single Sign-On."



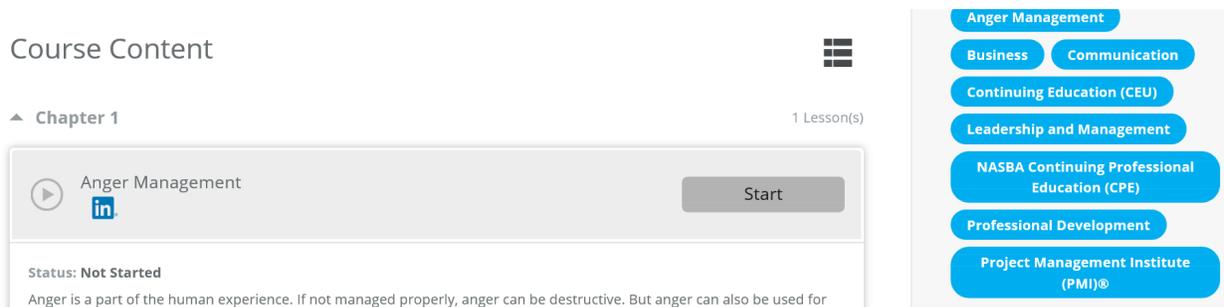
- ➤ **STEP 11:** You will now see the login screen for the Master Educator site. Enter your work email address as your username and enter the password you created.



- ➤ **STEP 12:** Find the tile called “My courses” and click on it. It will take you back to the course you selected.

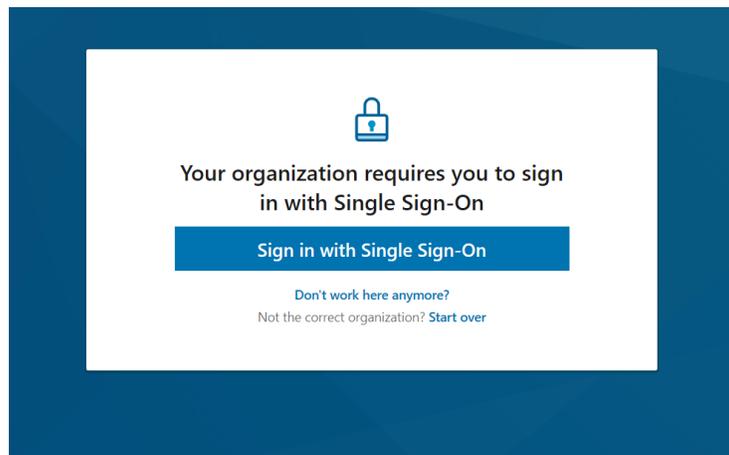


➤ ➤ **STEP 13:** You will see the details of the course and the resume button. Click on the resume button.

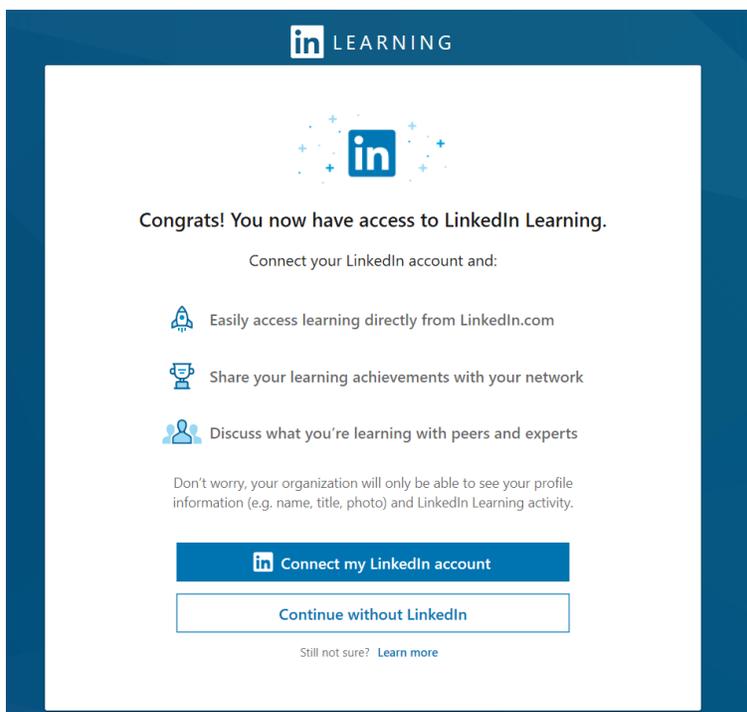


The screenshot shows a course content interface. On the left, under 'Course Content', there is a section for 'Chapter 1' with '1 Lesson(s)'. The lesson 'Anger Management' is listed with a play button icon, a LinkedIn logo, and a 'Start' button. Below the lesson title, it says 'Status: Not Started' and provides a brief description: 'Anger is a part of the human experience. If not managed properly, anger can be destructive. But anger can also be used for...'. On the right side, there is a vertical list of course categories: 'Anger Management', 'Business', 'Communication', 'Continuing Education (CEU)', 'Leadership and Management', 'NASBA Continuing Professional Education (CPE)', 'Professional Development', and 'Project Management Institute (PMI)®'.

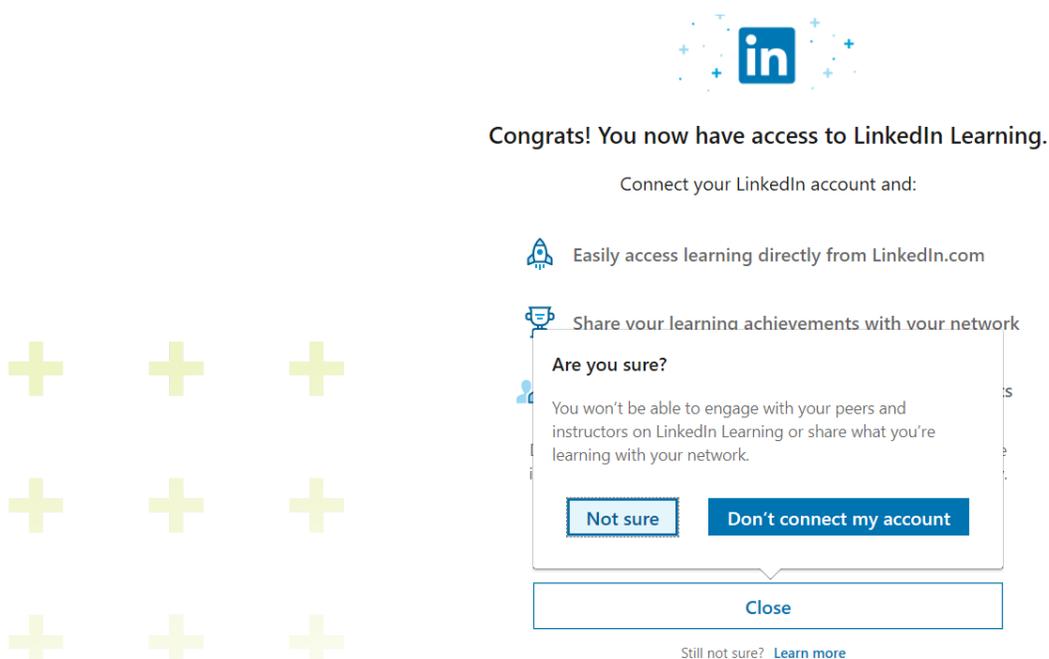
➤ ➤ **STEP 14:** You will now be directed back to the “Sign in with Single Sign-On” page. This is a loop that should work through after this click.



➤ ➤ **STEP 15:** You will now be asked if you would like to connect to your LinkedIn account. You don't have to do this. It's your choice. If you choose to not connect a LinkedIn account, then select "Continue without LinkedIn."



➤ ➤ **STEP 16:** Click on "Don't connect my account."



➤ ➤ **STEP 15:** Congratulations! You should see the video of the course you selected. If you don't, please call Jennifer Wehrenberg at 405-742-8575. She will work with you to fix the problem.

