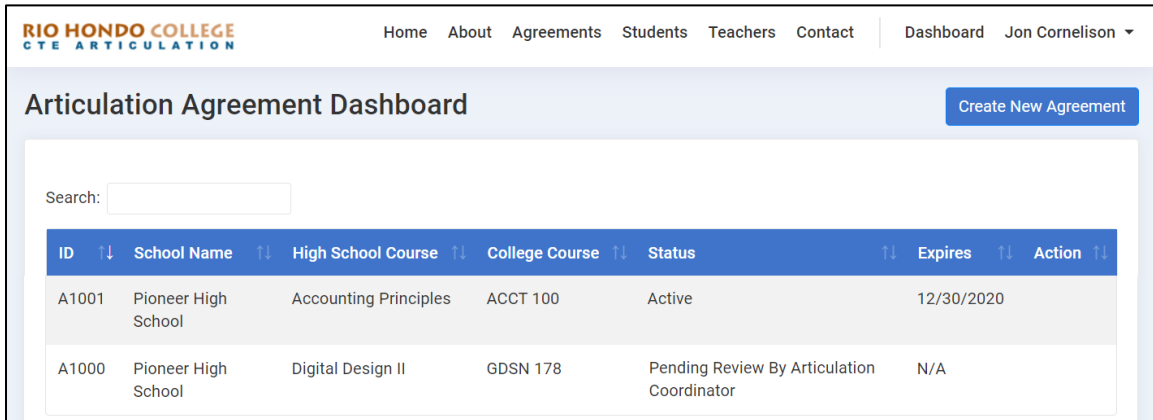


CTE Articulation: High School Instructor Reference Guide

Using the High School Instructor Dashboard

1. Sign-on to the CTE Articulation site.
2. Once signed-on you will see your **Articulation Agreement Dashboard**. The Dashboard will list all current and pending articulation requests you have submitted.



RIO HONDO COLLEGE
CTE ARTICULATION

Home About Agreements Students Teachers Contact Dashboard Jon Cornelison ▾

Articulation Agreement Dashboard

Create New Agreement

Search:

ID	School Name	High School Course	College Course	Status	Expires	Action
A1001	Pioneer High School	Accounting Principles	ACCT 100	Active	12/30/2020	
A1000	Pioneer High School	Digital Design II	GDSN 178	Pending Review By Articulation Coordinator	N/A	

*Note: If it is the first time you have signed-on with CTE Articulation, your Dashboard will not have any requests listed. Click **Create New Agreement** to start the process (see below).*

3. If you have submitted requests already, you can view the request details by clicking anywhere on the request item row to open the request details:



A1000	Pioneer High School	Digital Design II	GDSN 178	Pending Review By College Faculty	N/A
-------	---------------------	-------------------	----------	-----------------------------------	-----

4. This will open the **Articulation Agreement** details page.

The screenshot shows the 'Articulation Agreement (A1000)' details page. The page is divided into four main sections: High School Information, College Information, Agreement Information, and Additional Information. The High School Information section lists details for Pioneer High School, including the course (Digital Design II), instructor (Jon Cornelison), credits (10), and hours (180). The College Information section lists details for Rio Hondo College, including the course title (Digital Design II (Test)), course number (GDSN 178), units (3), and faculty (Charles Xavier). The Agreement Information section lists the industry sector (Arts, Media, and Entertainment). The Additional Information section lists the course duration (This is a yearlong course). The page also features a navigation menu at the top with links for Home, About, Agreements, Students, Teachers, Contact, Dashboard, and Jon Cornelison.

5. You can return to the Dashboard by clicking the **Back** button or clicking **Dashboard** from the main menu at the top of the page.

The screenshot shows the navigation menu at the top of the page. The menu includes links for Home, About, Agreements, Students, Teachers, Contact, Dashboard, and Jon Cornelison. The Dashboard link is highlighted with a red box.