



Getting Started Guide



On-Demand Training. When and where you need it.

Atomic Learning provides educators with a cost effective, time-saving resource to address technology training and provide support the moment it is needed. When individuals get the instruction they need, when they need it and repeat it as often as they want, they learn—and remember.

Using an online show-and-tell approach, our short, easy-to-view-and-understand tutorials answers common “How do I do that?” questions individuals have when learning and using technology. Our tutorials are an integral part of a professional development program, a fundamental tool for technology integration, a valuable curriculum supplement, and an on-demand training resource.

It's like having a technology specialist in every classroom.

Consider:

- Professional development and student training
- Reduce the time needed to “teach the technology” and increase time spent on course content
- Available 24/7 from school or home
- New tutorials every 45 days

With Atomic Learning, you don't have to know everything about software. Because we do.



[Web-based technology training and support.]



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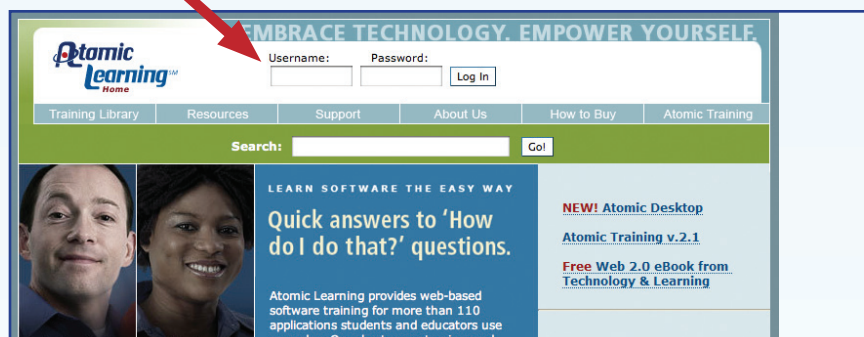


[Web-based technology training and support.]

1. Log on to Atomic Learning.

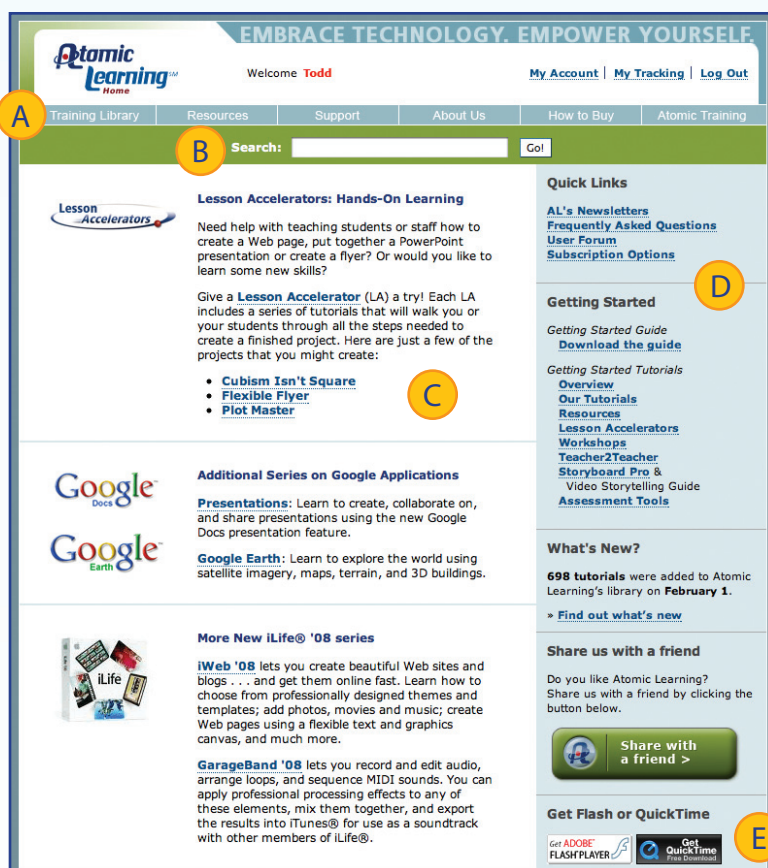
Go to www.AtomicLearning.com and type in the username and password provided for you by Atomic Learning's Customer Experience Team.

Note: You may not see the username and password fields if your school automatically logs you in.



2. Find what you need.

- A** Use the blue tabs to easily navigate around the Web site.
- B** Type in your technology question here and click Go! to find your answer.
- C** These articles will keep you up to date on industry happenings, updates, events and new releases from Atomic Learning.
- D** Look at the column on the right hand side for Getting Started information, access to AL's User Forum, featured Lesson Accelerators and other helpful links.
- E** Before you can watch our award-winning tutorials, you may need to download either Flash or QuickTime. Visit the links for more information.



3. Points of interest.

A Training Library

Click on the Training Library link in the navigation bar to access Atomic Learning's tutorial collections. Depending on your subscription, you may have access to the Technology Skills Collection, the Assistive Technology collection or both.

After selecting a collection, you can select a series from the tutorial index, sort tutorials using the provided criteria or use the search feature at the top of the page.

B Technology Skills Collection

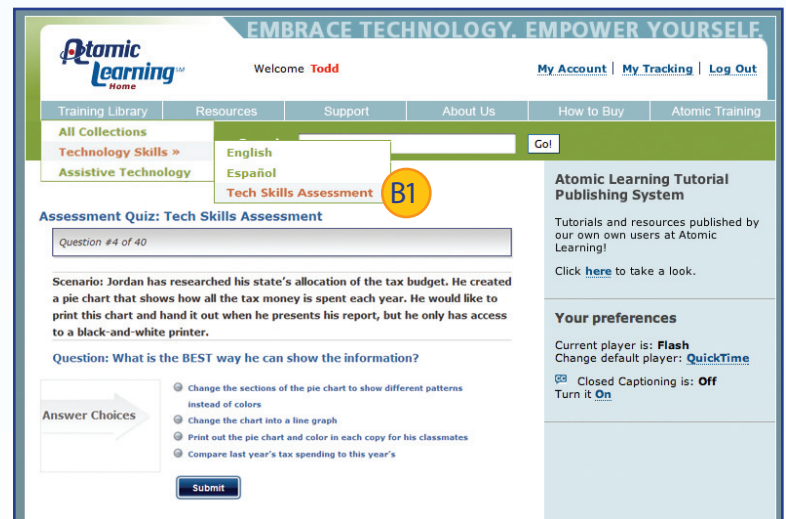
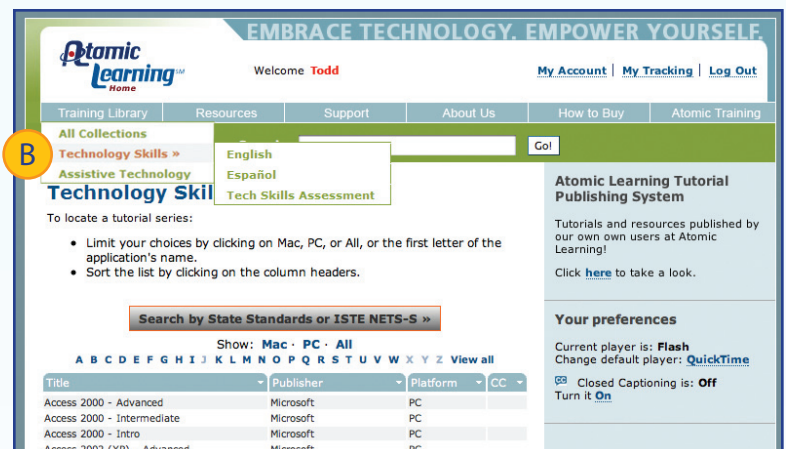
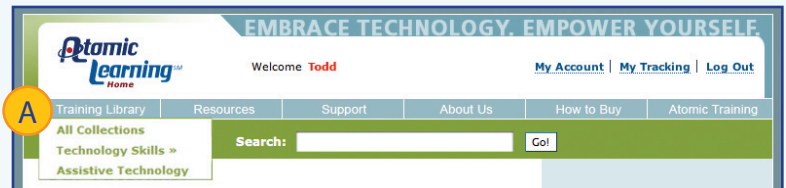
The Technology Skills Collection includes more than 37,000 short, show-and-tell tutorials on over 110 applications. In addition, tutorials are aligned to state standards and correlated to the new ISTE NETS-S 2007.

The collection also includes more than 200 technology-infused Lesson Accelerators and multiple workshops on a variety of topics—including Web 2.0.

B1 Tech Skills Assessment *NEW!*

Atomic Learning's new Tech Skills Assessment utilizes ISTE NETS-S 2007 standards to help educators gauge the technology skill level of each individual. Tech Skills Assessment provides a framework to incorporate project-based assessment to demonstrate that skills can actually be applied—measuring comprehension, not just the ability to perform a task.

Interested in learning more? Contact your Atomic Learning Customer Experience Representative for more information.



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[Web-based technology training and support.]

B2 Resources

Click on the Resources tab in the navigation bar to access Lesson Accelerators. Perfect for technology integration and searchable by state standards and ISTE NETS-S 2007, Lesson Accelerators include a lesson plan, tutorials to guide students through the project, an assessment rubric and a sample finished product.

From the Resources tab, you can also access a variety of Workshops, Atomic Learning's Video Storytelling Guide and the FREE Video StoryBoard Pro software.

B3 Tutorials in Spanish

Atomic Learning offers many of software tutorials for Spanish-speakers. Select the Spanish link in the Technology Skills Collection under the Training Library tab for a complete list of offerings.

Note: Depending upon your subscription, you may not have access to materials included in the Technology Skills Collection.

C Assistive Technology Collection

The Assistive Technology Collection features easy to understand tutorials focused on helping educators use and apply assistive technology.

Searchable by specialization and category, tutorial offerings include training on special education software, assistive technology devices and accessibility features of common applications.

Note: Depending upon your subscription, you may not have access to materials included in the Assistive Technology Collection.

D Closed Captioning

Thousands of Atomic Learning's tutorials are closed captioned. Look for the closed-captioning tool on a series page to turn this function on or off.

The screenshot shows the Atomic Learning website interface. The top navigation bar includes 'Training Library', 'Resources', 'Support', 'About Us', 'How to Buy', and 'Atomic Training'. The 'Resources' tab is selected, and a dropdown menu is open, highlighting 'Lesson Accelerators' with a yellow circle labeled 'B2'. The main content area displays 'Lesson Accelerators' with a search bar and a 'Go!' button. Below the search bar, there are several bullet points providing instructions on how to select a Lesson Accelerator, such as 'Select by type' and 'Select by subject'. A table at the bottom lists various resources with columns for 'Title', 'Preview', 'Type', 'Application', and 'Platform'.

Title	Preview	Type	Application	Platform
A Day with Beauford Cat		Multimedia	iPhoto 5	Mac
A Day with Beauford Cat		Multimedia	Photoshop Album 2	PC
About Me		Image Editing	Photoshop Elements 5	PC

The screenshot shows the Atomic Learning website interface. The top navigation bar includes 'Training Library', 'Resources', 'Support', 'About Us', 'How to Buy', and 'Atomic Training'. The 'Training Library' tab is selected, and a dropdown menu is open, highlighting 'Assistive Technology' with a yellow circle labeled 'B3'. The main content area displays 'Assistive Technology' with a search bar and a 'Go!' button. Below the search bar, there are several bullet points providing instructions on how to select a tutorial, such as 'Select by type' and 'Select by subject'. A table at the bottom lists various resources with columns for 'Title', 'Preview', 'Type', 'Application', and 'Platform'.

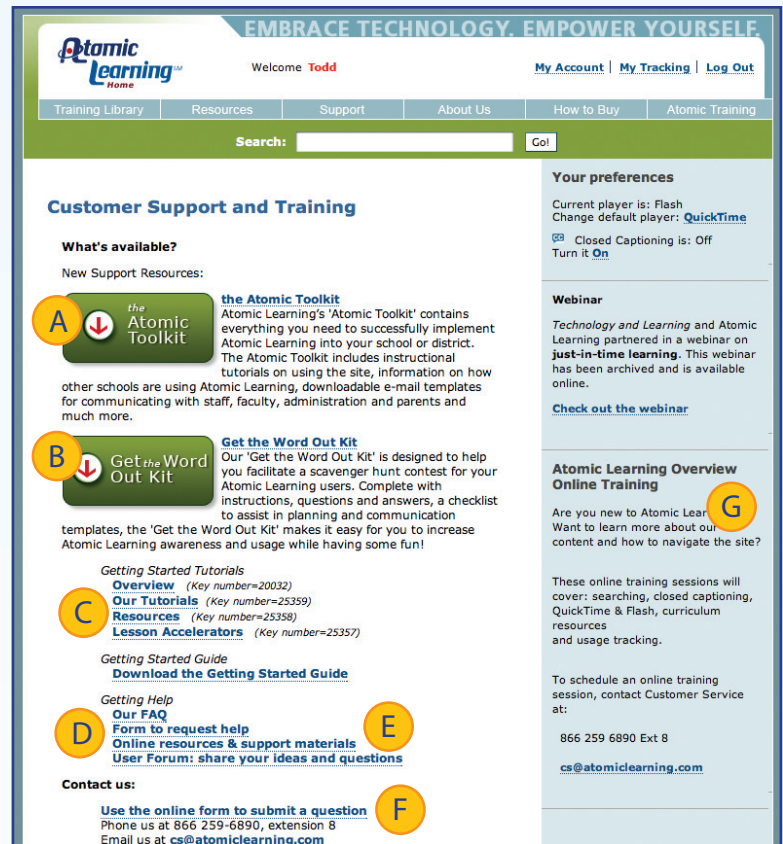
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About Me		Image Editing	Photoshop Elements 5	PC

4. Training and support.

Atomic Learning will be with you every step of the way to help you successfully implement technology learning within your school. Visit these areas for helpful tools and resources.

- A** the Atomic Toolkit
- B** Get the Word Out Kit
- C** Getting Started tutorials
- D** FAQs
- E** Support materials
- F** Contact Us
- G** Online training sessions



EMBRACE TECHNOLOGY. EMPOWER YOURSELF.

Atomic Learning Home Welcome **Todd** [My Account](#) | [My Tracking](#) | [Log Out](#)

Training Library Resources Support About Us How to Buy Atomic Training

Search: Go!

Customer Support and Training

What's available?

New Support Resources:

- A** [the Atomic Toolkit](#)
Atomic Learning's 'Atomic Toolkit' contains everything you need to successfully implement Atomic Learning into your school or district. The Atomic Toolkit includes instructional tutorials on using the site, information on how other schools are using Atomic Learning, downloadable e-mail templates for communicating with staff, faculty, administration and parents and much more.
- B** [Get the Word Out Kit](#)
Our 'Get the Word Out Kit' is designed to help you facilitate a scavenger hunt contest for your Atomic Learning users. Complete with instructions, questions and answers, a checklist to assist in planning and communication templates, the 'Get the Word Out Kit' makes it easy for you to increase Atomic Learning awareness and usage while having some fun!
- C** [Getting Started Tutorials Overview](#) (Key number=20032)
[Our Tutorials Resources](#) (Key number=25359)
[Lesson Accelerators](#) (Key number=25357)
- D** [Getting Started Guide](#)
[Download the Getting Started Guide](#)
- E** [Getting Help](#)
[Our FAQ](#)
[Form to request help](#)
[Online resources & support materials](#)
[User Forum: share your ideas and questions](#)
- F** [Contact us:](#)
[Use the online form to submit a question](#)
Phone us at 866 259-6890, extension 8
Email us at cs@atomiclearning.com

Your preferences

Current player is: Flash
Change default player: [QuickTime](#)
 Closed Captioning is: Off
Turn it [On](#)

Webinar

[Technology and Learning and Atomic Learning](#) partnered in a webinar on **just-in-time learning**. This webinar has been archived and is available online.
[Check out the webinar](#)

Atomic Learning Overview Online Training

Are you new to Atomic Learning? **G**
Want to learn more about our content and how to navigate the site?

These online training sessions will cover: searching, closed captioning, QuickTime & Flash, curriculum resources and usage tracking.

To schedule an online training session, contact Customer Service at:
866 259 6890 Ext 8
cs@atomiclearning.com

