

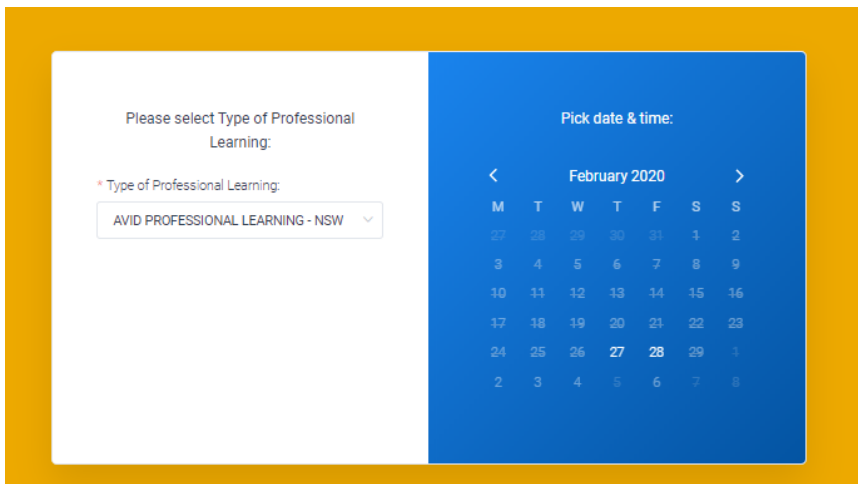
Booking AVID Professional Learning Online

1. Visit <https://avidaustralia.edu.au/bookpl/>
2. Select your state and whether you are requesting Professional Learning or a Coaching Visit:
 - 'Professional Learning' comprises workshops based on AVID Professional Learning Modules
 - 'Coaching Visit' is tailored consulting that provides coaching, observations and feedback of AVID implementation and strategies

Don't worry if you're unsure as your booking request is simply the beginning of a conversation. The key step is to get your dates locked in and then we can discuss the structure and content of the day.

Once you select your preference, click on the blue 'Continue' button.

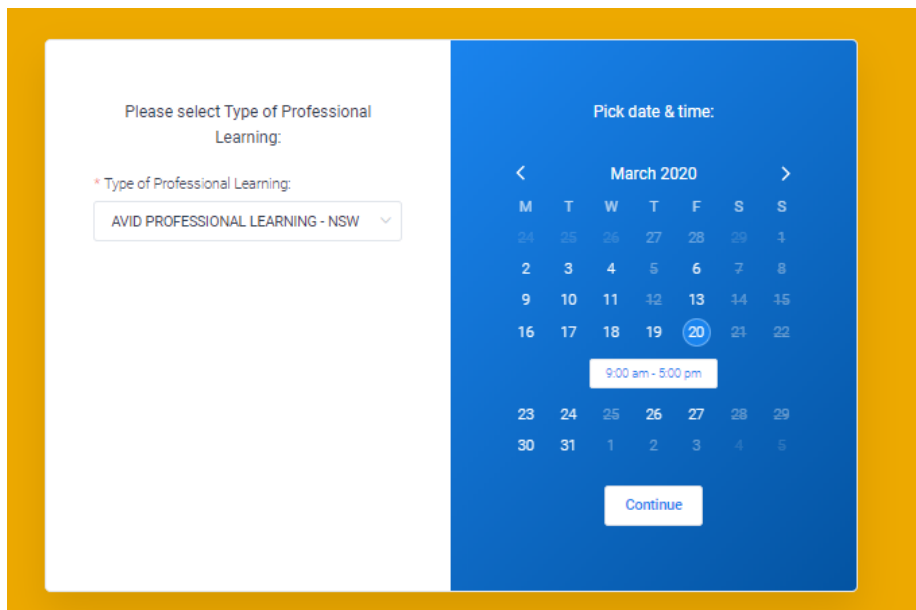
You should now see this screen.



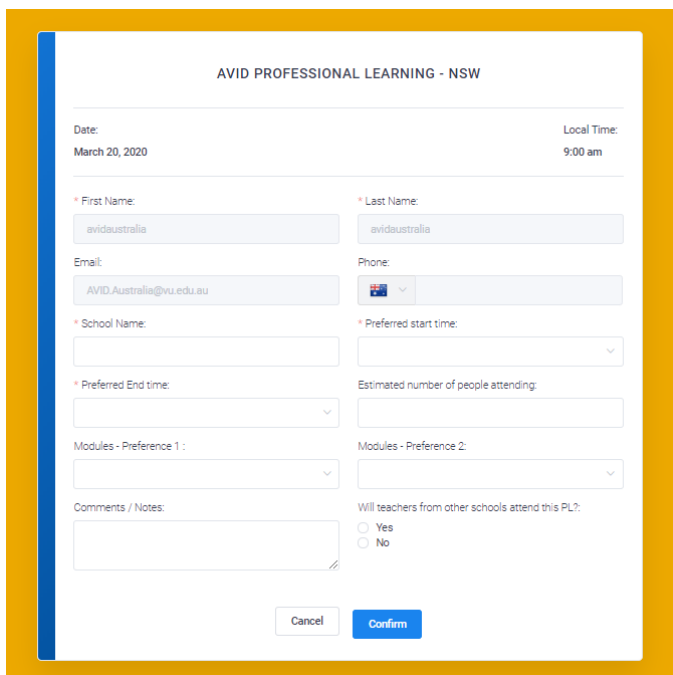
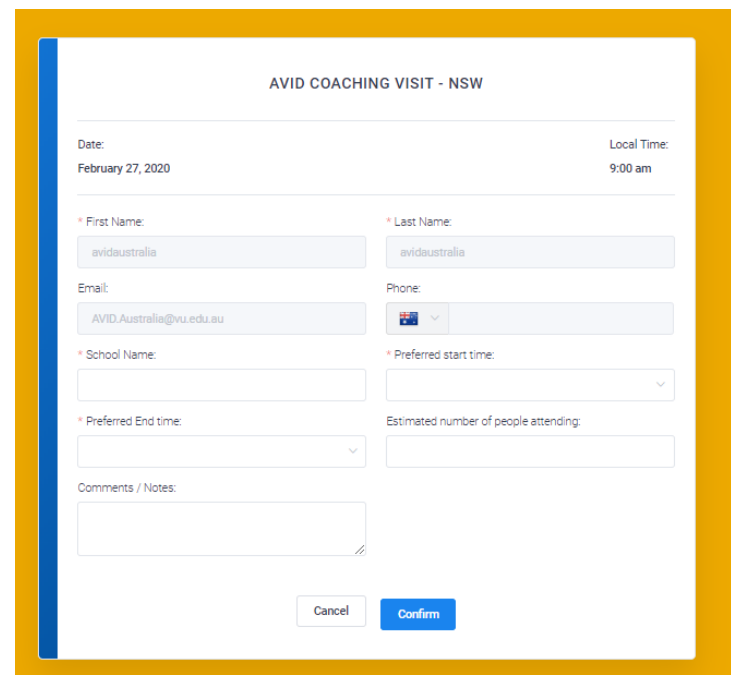
The screenshot displays a booking interface with two main sections. On the left, under the heading 'Please select Type of Professional Learning:', there is a dropdown menu labeled '* Type of Professional Learning:' with the option 'AVID PROFESSIONAL LEARNING - NSW' selected. On the right, under the heading 'Pick date & time:', there is a calendar for February 2020. The calendar shows days of the week (M, T, W, T, F, S, S) and dates. The dates 27 and 28 are highlighted in blue, indicating they are available for booking.

Using the calendar on the right of the screen, click through to select your preferred date, select '9.00am -5.00pm' and then click 'Continue'.

The calendar will only show available dates so make sure to get in early when booking days.



3. You should now see one of the below screens.

Please fill in each field. You can use the comments section to raise any questions or queries you have regarding your Professional Learning.

If you are unsure what modules suit your school, you can leave those blank and consult with the AVID Education Manager in your state.

If required, consult the [List of AVID Professional Learning Modules](#) as this describes each APLM.

At the top of the booking page you will also find a button linking you to list of APLMs.

AVID PROFESSIONAL LEARNING

AVID schools must complete Professional Learning days to maintain their contractual obligations as a licensed AVID site.

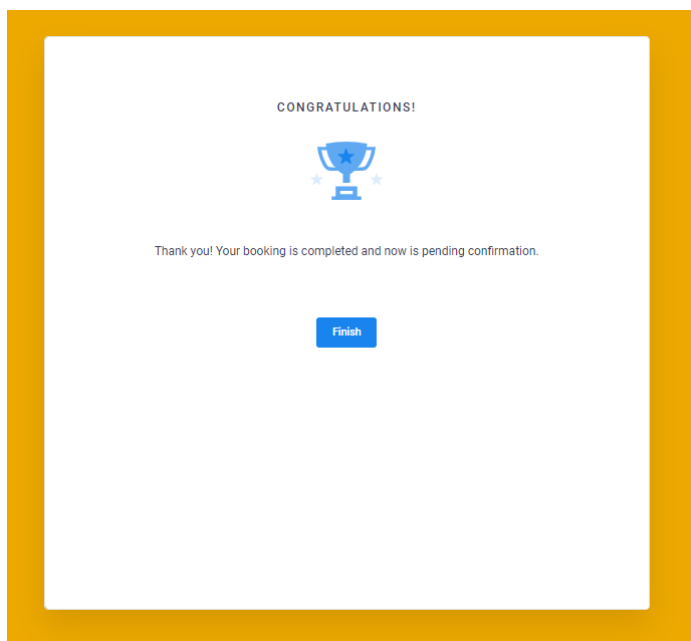
The majority of AVID schools undertake two Professional Learning days per year. Schools may nominate the AVID Professional Learning Modules (APLMs) that they would like delivered on these days.

Professional Learning days and the modules can be customised to meet your school's professional learning needs. We can also use this time to observe classes with your AVID leadership team. Your team may choose a combination of modules and coaching/observation.

All schools have the option of arranging a Coaching Visit as one of their Professional Learning days. A Coaching Visit typically includes a meeting with the site and leadership team. This is a further opportunity to discuss your progress as a team and to provide us with feedback on your school's professional learning and AVID support requirements.

[VIEW THE LIST OF AVID PROFESSIONAL LEARNING MODULES](#)

4. Click 'Confirm' and you will receive the screen below.



You have successfully requested your Professional Learning date. You will hear back from AVID Australia shortly to confirm your booking and begin planning your day.

To request Consecutive Days, you will need to submit two booking request forms as the system only allows you to book one day at a time.

If you have any questions, please contact AVID.Australia@edu.au or phone (03) 9919 7832