Getting Started

- You will need a free Moodle account. If you do not have one, request one using this form. A username and password will be emailed to you.
- Login to CDE Moodle with your username: firstnamelastname (all lowercase and no spaces) and password: Changeme1#.
- When you login, you will be prompted to change your password.
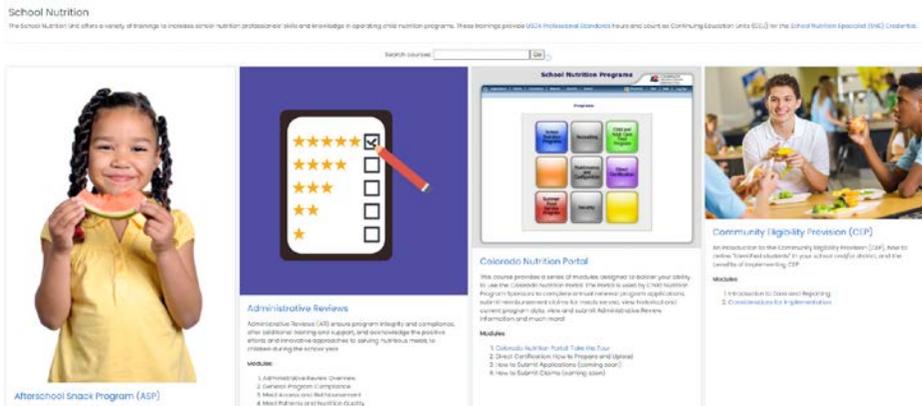- Read through and click 'Agree to the CDE Moodle Policy'

Accessing Courses in Moodle

- Click 'Categories' on the white ribbon at the top of the screen

- Scroll down and click 'School Nutrition'

  ‣ Adult Education
  ‣ Assessment
  ‣ Capital Construction
  ‣ Facility Schools
  ‣ Gifted Education
  ‣ Health and Wellness
  ‣ Libraries
  ‣ Office of Learning Supports
  ‣ Preschool
  ‣ Preschool Through 3rd Grade Office
  ‣ School Transportation
  ‣ Special Education
  ‣ Standards and Instructional Support
  ‣ Student Re-Engagement Dropout Prevention
  ‣ CDE Staff
  ‣ School Nutrition
  ‣ Schools Of Choice

- The School Nutrition category will appear with courses organized in tiles:

- Click 'Access' at the bottom of the tile for the course you would like to take. Many of the courses have multiple modules within them.

  Modules:

  1. Administrative Review Overview
  2. General Program Compliance
  3. Meal Access and Reimbursement
  4. Meal Patterns and Nutrition Quality
  5. Syncplicity Guidance

- Within the course, you will see module(s) that you can take. Click the name of the module next to the yellow icon.

  ### ADMINISTRATIVE REVIEW (AR) OVERVIEW

  AR Overview

  This Administrative Review online training covers general program compliance, including: administrative reviews, the review process, and common findings within each program area.

  - Length: 20 minutes
  - Quiz Required
  - Professional Standards
    - Key Area: Administration
    - Training Topic: 3200 Program Management
    - Learning Code: 3260

- Click 'Enter' to view the module and the module will start playing.

Support

- Please contact, Alicia Grove, at grove_a@cde.state.co.us or 720-795-2038, for questions about School Nutrition training offerings and any accessibility needs.

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