

Creating a Profile in Capitol Impact

Coastal Plains RESA has implemented the Capitol Impact registration system. **All staff members must update their profiles in order to receive PLUs in Focusing on the Needs and other school-level courses.**

Click on the link below to begin the process. If your email address is recognized, you will see a form that displays fields for your name and related information as well as a password of your choice. A password has not yet been assigned to you; **you must create a password** that protects your security and prevents others from accessing your account.

Your profile will no longer require a Social Security Number; instead, even if the box says Social Security Number, **please enter your Teacher Certification Number.** To find it quickly, go to the PSC page at <http://www.gapsc.com/>. Scroll to "Check Certification Status" near the bottom left of the page. You can look up your certification number there.

Complete the profile form with essential information. In regard to the section in the middle, select CP RESA in the first column, your school district in the second column, and your school in the third column.

<http://www.ciclt.net/sn/clk/cpresa/default.aspx?ClientCode=cpresa>

The screenshot shows the Coastal Plains RESA website. At the top, there is a header with the organization's name, address (245 N. Robinson St. Lenox, Ga 31637), phone number (229.546.4094), and fax number (229.546.4167). A list of counties served is provided on the right. Below the header is a navigation menu with links for Systems, Services, Prof Learning, News, Calendar, People, Organizations, Library, Home, and Login. The 'Create Profile' button is circled in red, and a red arrow points to it from the right. The main content area features a 'CURRENT NEWS' section with several news items, including 'UGA Announces Summer 2013 STARS Program for Middle and High School Teachers' and 'FY14 Georgia Teacher Academy for Preparation and Pedagogy (GaTAPP) Applications Due 4/26/13'. A 'CPRESA Calendar' sidebar on the right contains information about online registration and a 'Log in to Update Your Profile' button. A red arrow also points to this button from the right.