

ADMIN: Printing an Official Sign-In Sheet

Go to: http://www.escweb.net/ar_esc/shoebox/



SELECT: Sign In

Security: Sign In

What is your email address?

My email address is:

Do you have an escWorks® password?

☐ No, I am a new to this site.

☒ Yes, I have a password:

- If you have **forgotten your password**, [click here](#).

- If your **email address has changed** since you last used escWorks®, [click here](#).

Fill in your e-mail

SELECT: Yes, I have a password:
(Enter your password)

SELECT: Continue


If you do not have a shoebox account see “Creating a Shoebox” and follow the instructions before continuing.

(From Home)



SELECT: Instructor
(Found on left side menu)

If you do not see the Instructor option, call Professional Development before continuing. Have the escWorks# (Session ID) ready before calling PD, you will also have to be added to the session you are trying to print. (See “Requesting escWorks Number” for more details on getting an escWorks# (Session ID))



Arkansas Education Service Cooperative

[Home](#)
[Catalog](#)
[Shoebox](#)
[Instructor](#)
[Sign Out](#)

Instructor:Instructor Area

SAM'S CART: 0 items

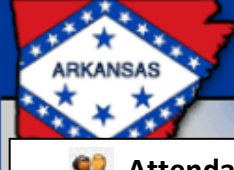
Legend

Attendance
 Sign-In Sheet
 Email Manager

SELECT: past and present

Below is a listing of past and present sessions you are listed as an instructor for:

Session ID	Title	Time	Seats Filled



Arkansas Education Service Cooperative

Attendance:
Allows you to view a list of staff that has registered

Sign-In Sheet:
Allows you to print an official sign-in sheet for those who have registered

Email Manager:
Allows you to email all registered attendees

WaitingList Manager:
Allows you view and delete people from a waiting list (Only available if the participant limit has been exceeded)

Instructor:Instructor Area

SAM'S CART: 0 items

Legend

Attendance
 Sign-In Sheet
 Email Manager
 WaitingList Manager

Below is a listing of past and present sessions you are listed as an instructor for:

Session ID	Start Date	Time	Seats Filled
	8/14/2006	8:30 AM - 11:30 AM	696 of 750
	Discipline Management Plan(DMP) and PCSSD Handbook Training		
63755	6/20/2007	8:30 AM - 3:30 PM	0 of 100
	PCSSD - Misc. College Credit		

Sign In Sheet

184561 - Parent Facilitator Training
 Location: Board Room-Pulaski Co. Spec. School Dist.
 Facilitator: SAMALTSCHUL
 Date(s): Dec 12, 2012
 Printed Date: 4/4/2013
 Time: 8:00 am - 11:00 am
 DATE: __/__/__
 TOTAL:81

Sign In (Full Name)	Name	District - Campus	Position	Payment Method
ALLEN, TRACY	ALLEN, TRACY	Pulaski Co. Spec. School Dist. - Sylvan Hills High School	Principal	
ANDERSON, HENRY	ANDERSON, HENRY	Pulaski Co. Spec. School Dist. - Jacksonville High School	Principal	
BAILEY, CHANDA	BAILEY, CHANDA	Pulaski Co. Spec. School Dist. - Cato Elementary School	Staff	
Bailey, Mary	Bailey, Mary	Pulaski Co. Spec. School Dist. - Robinson High School	Asst. Principal	
BAILEY, TRACY	BAILEY, TRACY	Pulaski Co. Spec. School Dist. - Wood Elementary School	Teacher	
BEACH, KRISTEN	BEACH, KRISTEN	Pulaski Co. Spec. School Dist. - Arnold Drive Elementary School	Principal	
Beasley, Jennifer	Beasley, Jennifer	Pulaski Co. Spec. School Dist. - Central Office	Instructor	
BECK, GARY	BECK, GARY	Pulaski Co. Spec. School Dist. - Bayou Meto Elementary School	Principal	
BELL, DARNELL	BELL, DARNELL	Pulaski Co. Spec. School Dist. - Harris Elementary School	Principal	
BLAKE, ELIZABETH	BLAKE, ELIZABETH	Pulaski Co. Spec. School Dist. - Bates Elementary School	Asst. Principal	
BONES, MONICA	BONES, MONICA	Pulaski Co. Spec. School Dist. - Sylvan Hills High School	Counselor	
BROWN, DON	BROWN, DON	Pulaski Co. Spec. School Dist. - Jacksonville Middle School	Principal	
BOYD, JERENDA	BOYD, JERENDA	Pulaski Co. Spec. School Dist. - Central Office	Asst. Superintendent	
BRYAN, [REDACTED]	BRYAN, [REDACTED]	Pulaski Co. Spec. School Dist. - Cato Elementary School	Media Specialist	

Page 1 of 6

Select open in the pop-up to view and print the sign-in sheet.

Attendees should sign by their printed name. DO NOT allow participants to sign the bottom of the sign-in sheets.

Attach the Official Un-Registered Sign-In Sheet to all printed sign-in sheets for the un-registered participants to PRINT their name for credit. Sign-in Sheets must be turned in to the Office of Professional Development within 60 days after each event.