Logging In

To login to the portal, please start by navigating to: **https://phccacademy.myabsorb.com/#/login**

You will be brought to a Login screen:
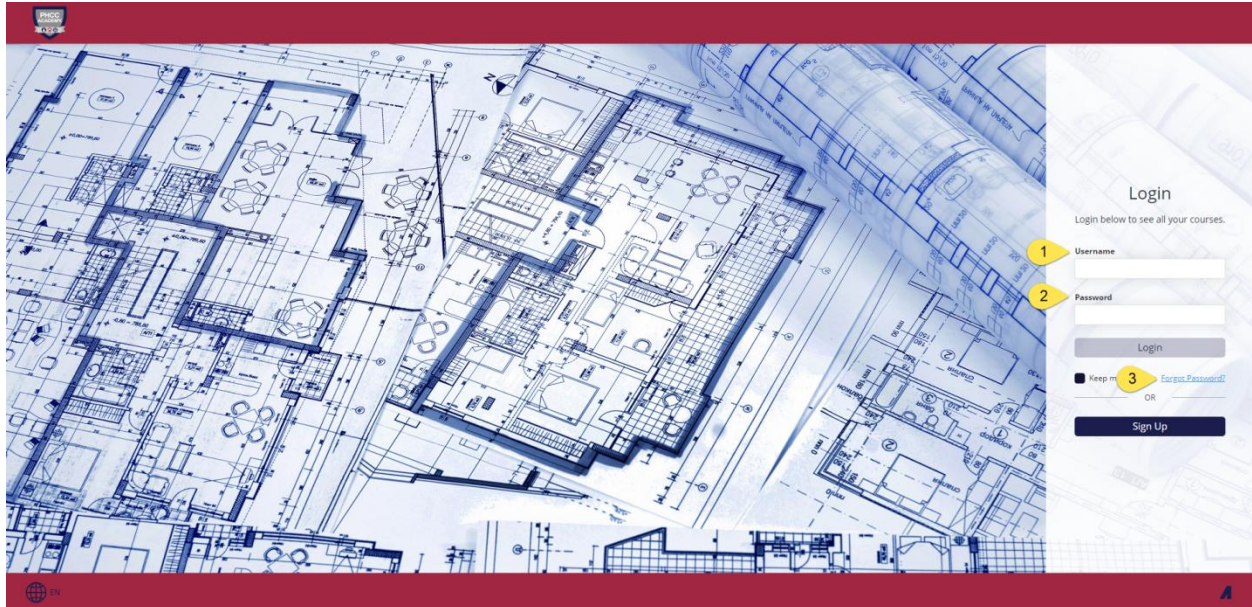
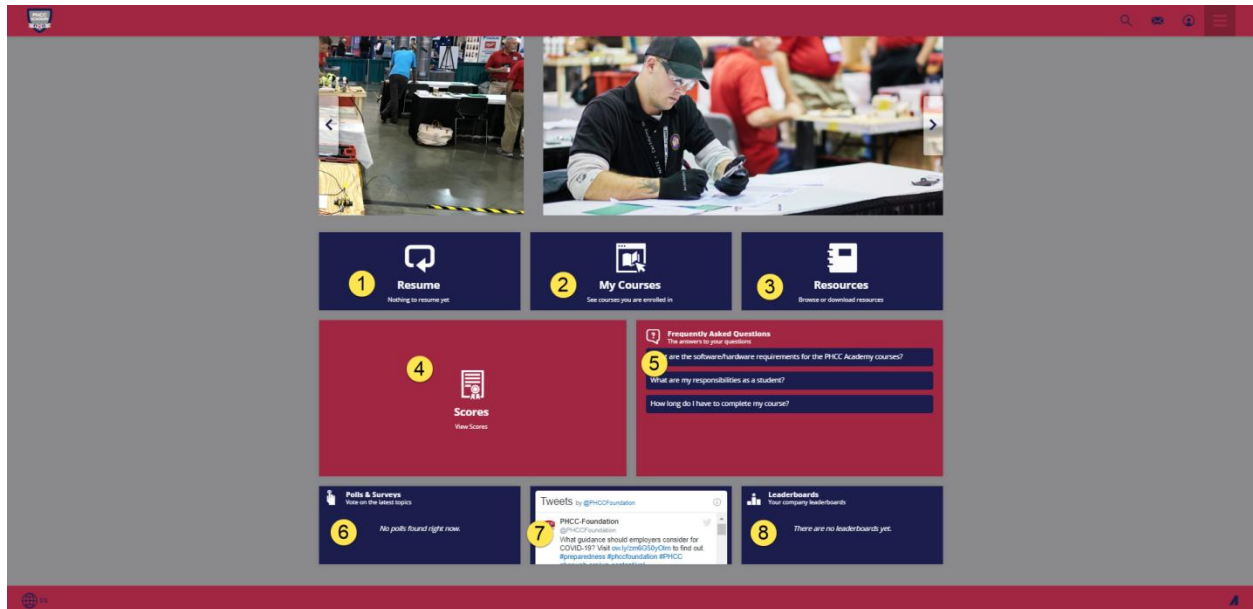Here, you will Login with your Username [**1**] and Password [**2**].

Your Username will be the same as your email address.

If you forget your password, use the Forgot Password [**3**] link to reset it.

Dashboard

Upon logging in, you will be brought to the *Dashboard*.

Think of the Dashboard like the portal's Homepage:

Resume [**1**]: This will bring you to the "My Courses" page where you can see all of your In-Progress courses and jump in right where you left off.

My Courses [**2**]: This will bring you to the "My Courses" page where you can see all of your courses.

Resources [**3**]: This will bring you to the Resources page, where you can see any resources that have been provided.

Scores [**4**]: This will bring you to your Transcript, where you can see all of your course grades and certificates.

Frequently Asked Questions [**5**]: This will bring you to the FAQ page.

Polls & Surveys [**6**]: This will bring you to the Polls & Surveys page where you can participate in the different polls and surveys that are available.

Tweets [**7**]: This is where you can see PHCC's Twitter thread.

Leaderboards [**8**]: This is where you can see where you rank for learning in the portal.

Header Icons

In the top right corner, you will notice 4 icons:

The *Magnifying Glass* Icon is used to Search the portal.

The *Envelope* is used to view your Messages

The *Person* is used for you to view your Profile

The *Three Lines* are used for the full Drop-Down Menu:

You are logged in as:
Jessie Student
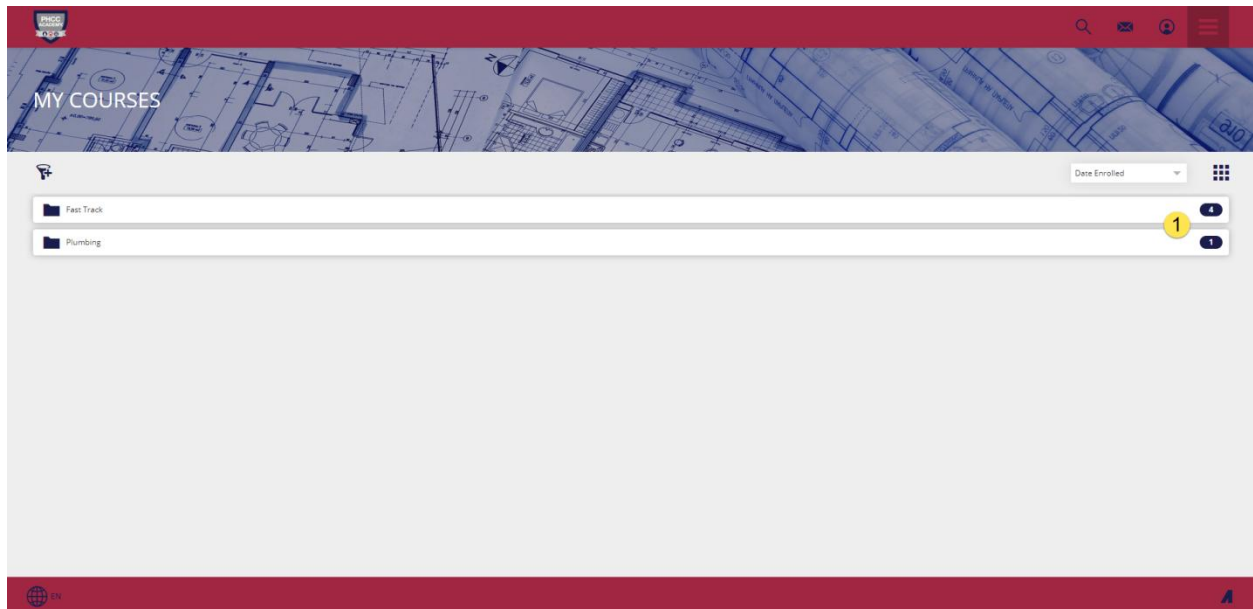
Dashboard

My Courses
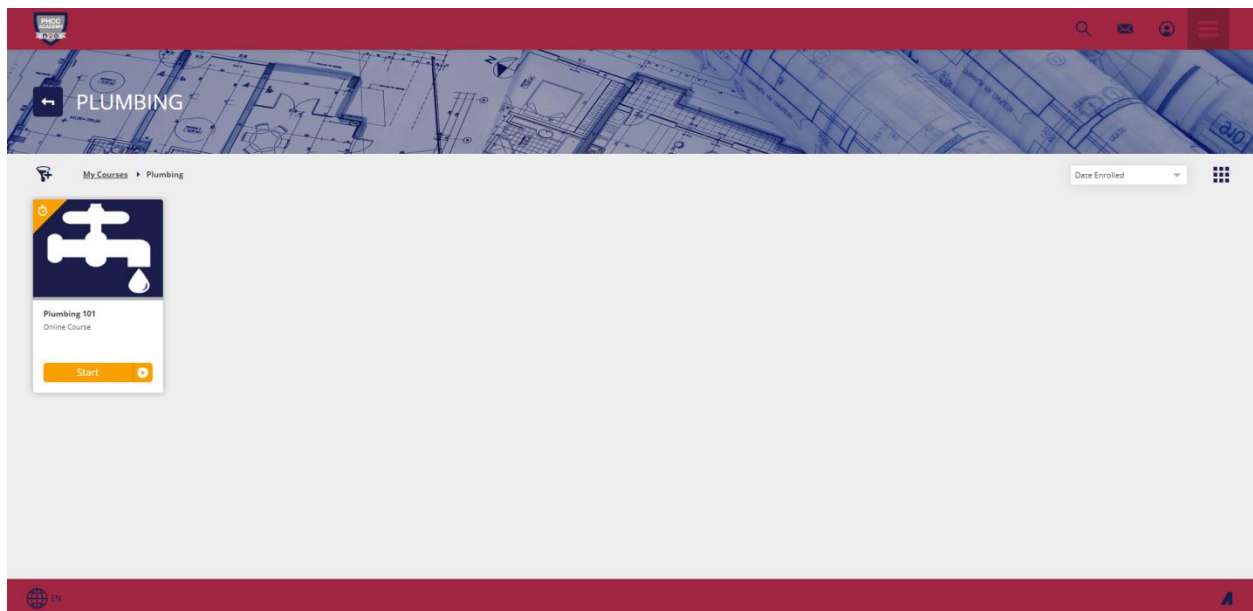
Resources

Calendar

Scores

Profile

Log Off

My Courses Page

When selecting the [**My Courses**] tile, you will be brought to the My Courses page:

You will see folders, to the right, you will see the number of courses you are enrolled in per folder category [**1**].

When clicking into a folder [**Plumbing Folder**] you will be brought to a course view page that will show your available courses:

From here, selecting the [**Start**] button, you will be brought into the course page:

Within this page you will be able to read the course description [**1**], view your progress and some additional course details [**2**], and begin your course by working through the units [**3**].

Notice how wording changes once you have begun working on the course/unit [**1**] this lets you know that you have already started this course. You can access these in the future by click on the [**Resume**] tile on the dashboard:

Plumbing 101
Online Course.

⏱ **This course expires on:**
Thursday, March 18, 2021

💬 **Course Evaluation**
Course evaluation is required for this course.

Evaluate Course ▶

Course Content

Welcome to the PHCC Educational Foundation's Plumbing Online Apprenticeship-Related Instruction Program! This program is designed to provide students who cannot attend classes in a traditional apprentice program with the same opportunity to learn the textbook fundamentals of the trade. This training course must be supplemented by your employer, through both technical assistance and on-the-job training in each area of instruction in the book.

Course Goals
▼

Course Content

▲ Unit 1: Plumbing Essentials and Tools   6 Lesson(s)

📺 WATCH: Video 1: Introduction to the Trades   ①   **Resume**

Status: In Progress

▶ WATCH: Video 2: History of Plumbing   **Start**

Status: Not Started

In Progress
0/80

0%

Evaluation
Evaluate Course ▶

Competencies
Plumbing 101 Level 1