

**BRIEFING ID#:** 11478

**Audience:** ALL EMPLOYEES

**Subject:** GALE Professional Learning Resources on CCPS Portal

**Category:** District Information

**Priority:** Normal

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**Post Date:** 02/14/2019

**Due Date:** N/A

**Meeting Date:** N/A

**Attachment(s):** • [How To View Current GALE Professional Learning Resources.pdf](#)

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**Purpose:** To inform employees of the GALE Professional Learning Resources available within the CCPS Portal

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**Briefing:** CCPS employees can access free professional learning resources through the CCPS Portal. There are currently over 90 book titles that can be used to support classroom teachers, aspiring leaders, and current administrators.

1. Access on the GALE Professional Learning Resources by clicking on the "[CCPS Portal](#)" located on the top bar within the [Collier County Public Schools' website](#).
2. Click to expand "**Subscription Resources**" located under Teacher Resources (on the bottom left)
3. Click on "**GALE Professional Learning Library**"
4. Click on a book title or use the search feature to access book
5. Navigate to different sections of the book by clicking on the link located within the "**Table of Contents**"
6. Choose the method to read the section selected from step 5
  1. "**View eBook**": Opens like a book and allows you to enlarge or scan through the pages
  2. "**Listen**": Read aloud what is on your screen
  3. You can also send the section to your Office365 OneDrive through "**Send to OneDrive**"

\*Refer to the attachment for step-by-steps directions.

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