## STAGEN PORTAL UPDATE FOR OCTOBER 19, 2018

On Friday, October 19 we will be making a significant update to the layout and functionality of the class portal regarding class content accessibility. This update is expected to take place between 9:00 AM and 11:00 AM CST.

We are excited to announce the ability to **search for assets** will now be fully functional for all classes! You will also notice that the previously-separate Tools and Topics pages have been consolidated into a single page (Topics), and a new **tool** filter has been added next to **audio**, **reading**, and **video**. These filters allow you to view only the selected filtered type for the topic you're viewing.

## NAVIGATING THE NEW TOPICS LAYOUT

The following images and screenshots should guide you through the update with more clarity:

1. "Tools" and "Topics" have now been merged into a single "Topics" section:

	class of 2019				
A Dashboard	V Implementation Plan	:≣ Topics	Coaching	Roster	Calendar
Topics					

A search bar now allows you to search your full class library for assets by their name:
a. Example: Searching "Attention" will display any asset with Attention in its name

Topics		
Attention		٩
$(\triangleright)$	Stagen Attention Management Introduction & Attention Management Zones Attention Management	Vimeo
$(\triangleright)$	Stagen Attention Management Tactics Attention Management	Vimeo
	Stagen Attention Management Module Attention Management	Read
	Stagen Attention Management Audio Module Attention Management	الله المعالم ا Listen

3. A new filter, *tool*, now exists to filter for only tools in the current topic you are viewing, just as the *audio*, *reading*, and *video* filters do:

	show: all media 🔲 audio 🖉 reading	▶ video 🗲 tool
Overview	Overview	
Attention Management	Attention Management Core Practice Sheet	() Template
	Attention Management Tactics	
Learning and Practice	Weekly Focusing / Walk the Talk Core Practice Sheet	Example
Meaning	Attention Management Assignment PowerPoint Slides	() Template
Escaping the Drama Triangle		

## CONTACT US

Expected maintenance of the Stagen portal will take place 9:00 AM – 11:00 AM CST Friday, October 19. If you have questions or experience any difficulties engaging with the portal, please email <u>support@stagen.com</u>.

Thank You,

The Stagen Team