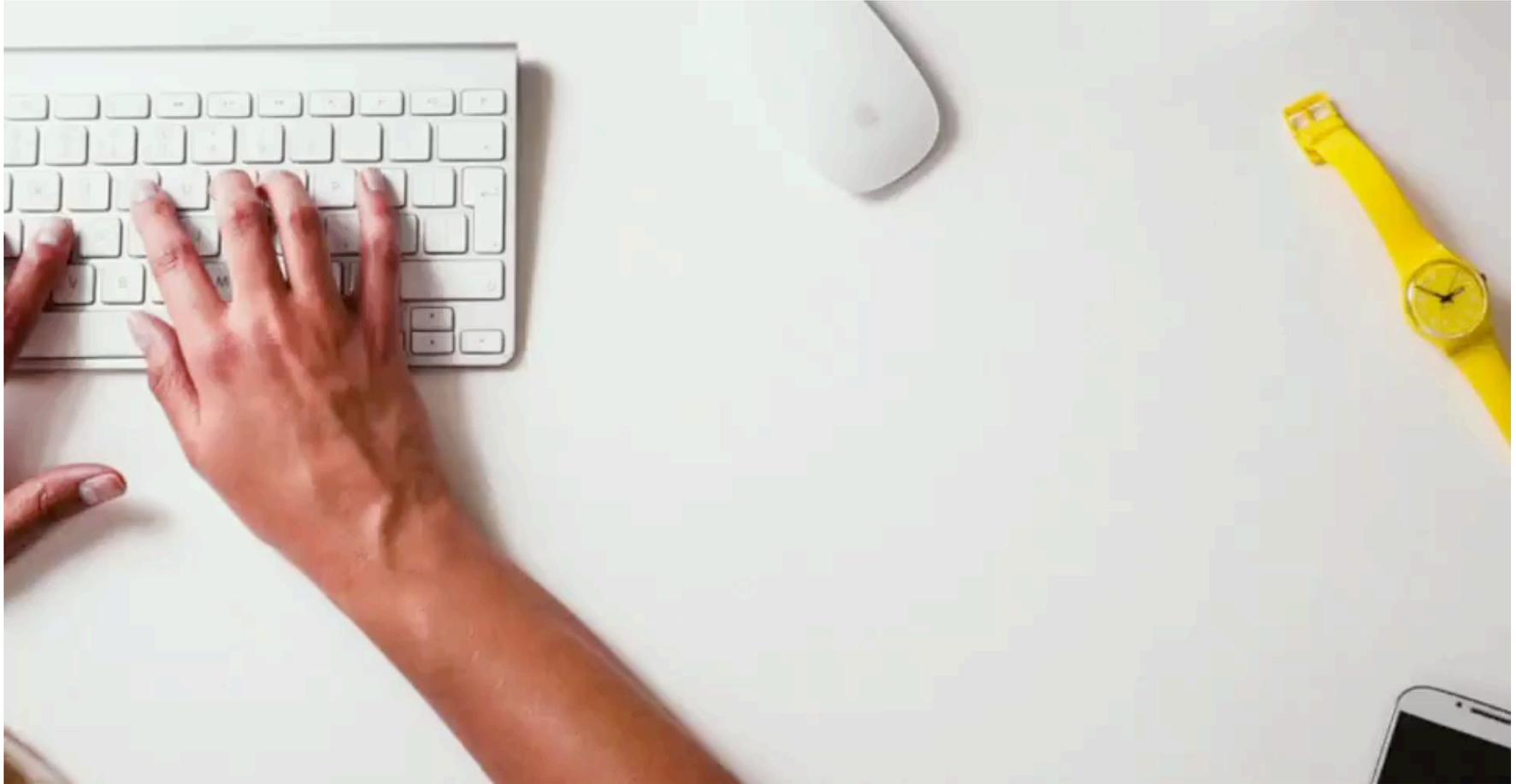




# NEXT STEP ACADEMY AND BUSINESS PROFESSIONALS OF AMERICA

EMPOWERING THE NEXT GENERATION OF  
LEADERS, ONE COURSE AT A TIME

# WHO IS NEXT STEP ACADEMY?





# WELCOME TO NEXT STEP ACADEMY

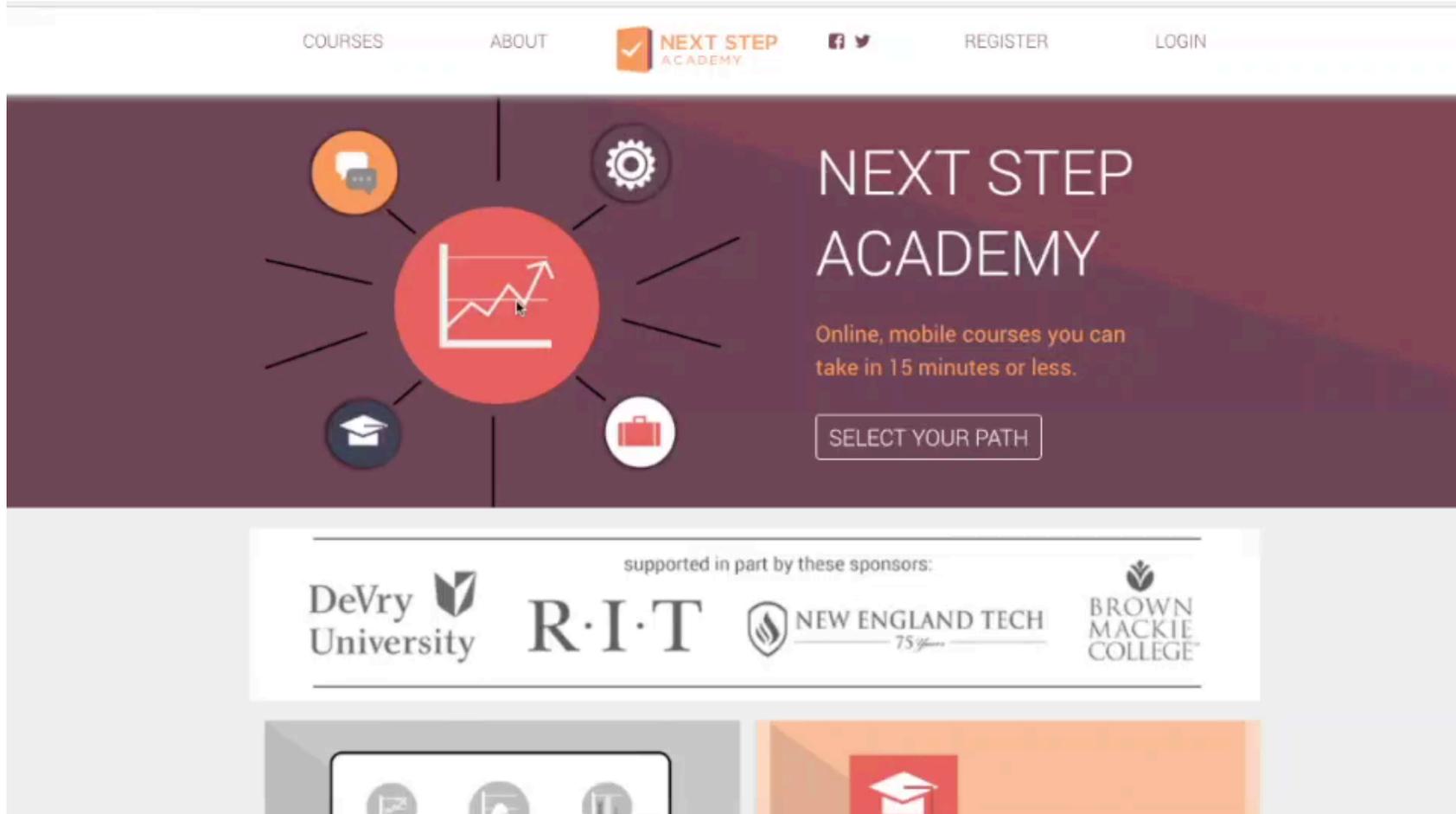
- History
- Our BPA partnership
- Objective for today – what's new?

# LEARNER REGISTRATION

## What's included?

- Learners register with a promotion code provided to them by Business Professionals of America.
- All-in-one registration – learner user type will be automatically selected when promo code is entered.
- Advisors can also import learners during setup.

# LEARNER REGISTRATION



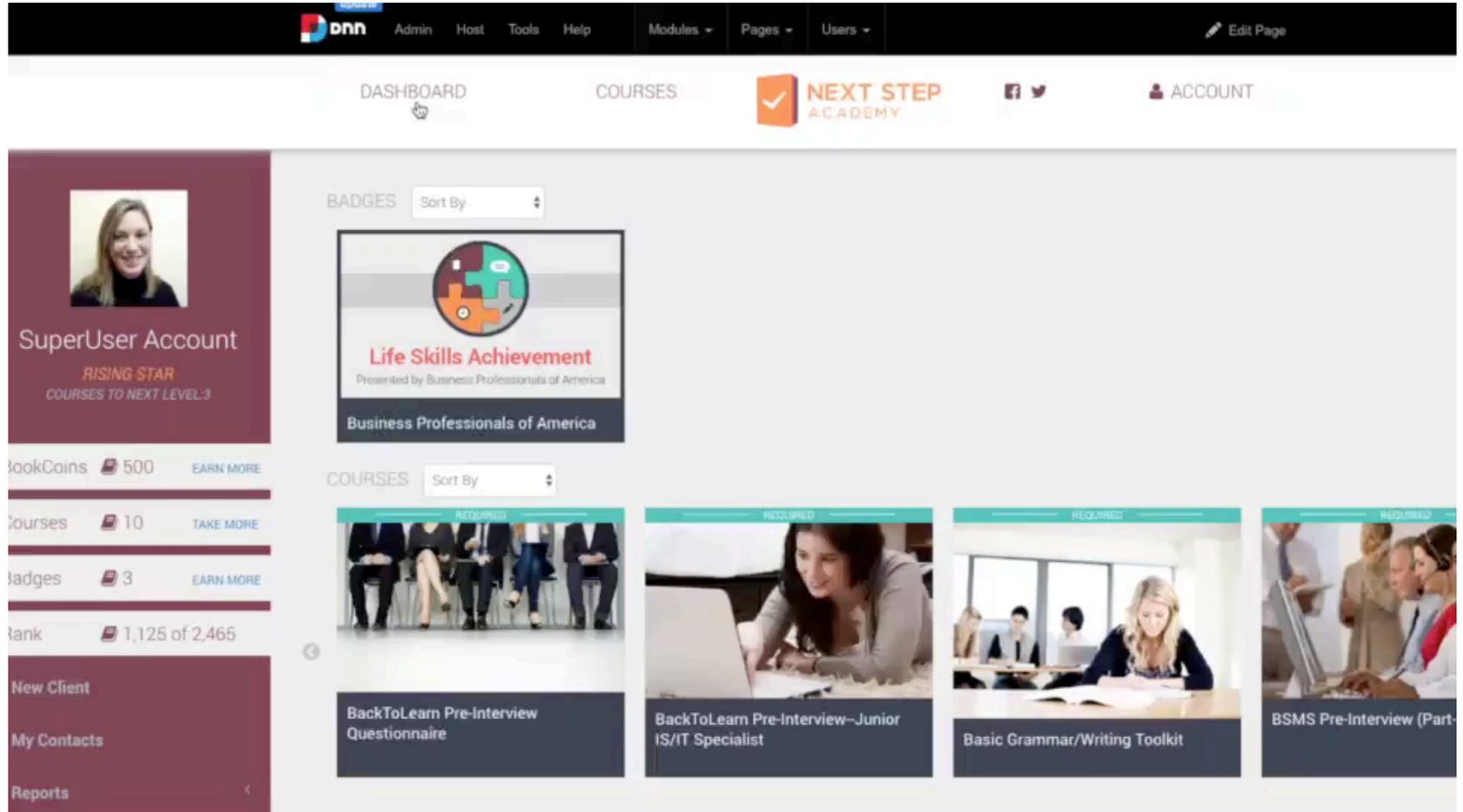
The screenshot shows the top navigation bar with links for COURSES, ABOUT, NEXT STEP ACADEMY (with logo), social media icons for Facebook and Twitter, REGISTER, and LOGIN. The main banner features a central red circle with a white line graph icon, surrounded by four smaller circles containing icons for a speech bubble, a gear, a graduation cap, and a briefcase. To the right of the banner, the text reads "NEXT STEP ACADEMY" in large white letters, followed by "Online, mobile courses you can take in 15 minutes or less." and a "SELECT YOUR PATH" button. Below the banner is a white box with the text "supported in part by these sponsors:" and logos for DeVry University, R·I·T, NEW ENGLAND TECH (75th anniversary), and BROWN MACKIE COLLEGE. At the bottom, there are partial views of a tablet and a laptop displaying course-related content.

# LEARNER DASHBOARD

## What's included?

- Learner stats are shown on their profiles including badges earned, courses taken, learner rank and more.
- Courses and badges are displayed by required first but can be sorted by the learner based on newest, price, completed and required.

# LEARNER DASHBOARD



The screenshot displays the learner dashboard interface. At the top, a navigation bar includes the 'dnn' logo and menu items for Admin, Host, Tools, Help, Modules, Pages, and Users, along with an 'Edit Page' link. Below this, a secondary navigation bar features 'DASHBOARD', 'COURSES', the 'NEXT STEP ACADEMY' logo, and 'ACCOUNT' with a user profile icon.

The main content area is divided into two columns. The left column, with a dark red background, shows the user's profile: a photo of a woman, the text 'SuperUser Account', 'RISING STAR', and 'COURSES TO NEXT LEVEL:3'. Below the profile are four statistics: 'BookCoins 500' (with an 'EARN MORE' link), 'Courses 10' (with a 'TAKE MORE' link), 'Badges 3' (with an 'EARN MORE' link), and 'Rank 1,125 of 2,465'. At the bottom of this column are links for 'New Client', 'My Contacts', and 'Reports'.

The right column features a 'BADGES' section with a 'Sort By' dropdown and a 'Life Skills Achievement' badge. The badge is a circular icon with puzzle pieces and text: 'Life Skills Achievement', 'Presented by Business Professionals of America', and 'Business Professionals of America'. Below this is a 'COURSES' section with another 'Sort By' dropdown. It displays four course cards, each with a 'REQUIRED' label and a 'BackToLearn' title: 'BackToLearn Pre-Interview Questionnaire', 'BackToLearn Pre-Interview—Junior IS/IT Specialist', 'Basic Grammar/Writing Toolkit', and 'BSMS Pre-Interview (Part-...'.

# ADMINISTRATOR REGISTRATION

## What's included?

- Enter promo/access code given by an administrator.
- All-in-one registration — user type is auto-selected as an ImpactEDU administrator based on promo code.
- Enter your specific personal information including name, address, email, phone number, etc.
- Enter your specific school information.

# ADMINISTRATOR REGISTRATION

COURSES ABOUT  **NEXT STEP**  
ACADEMY   REGISTER LOGIN



## NEXT STEP ACADEMY

Online, mobile courses you can  
take in 15 minutes or less.

[SELECT YOUR PATH](#)

supported in part by these sponsors:

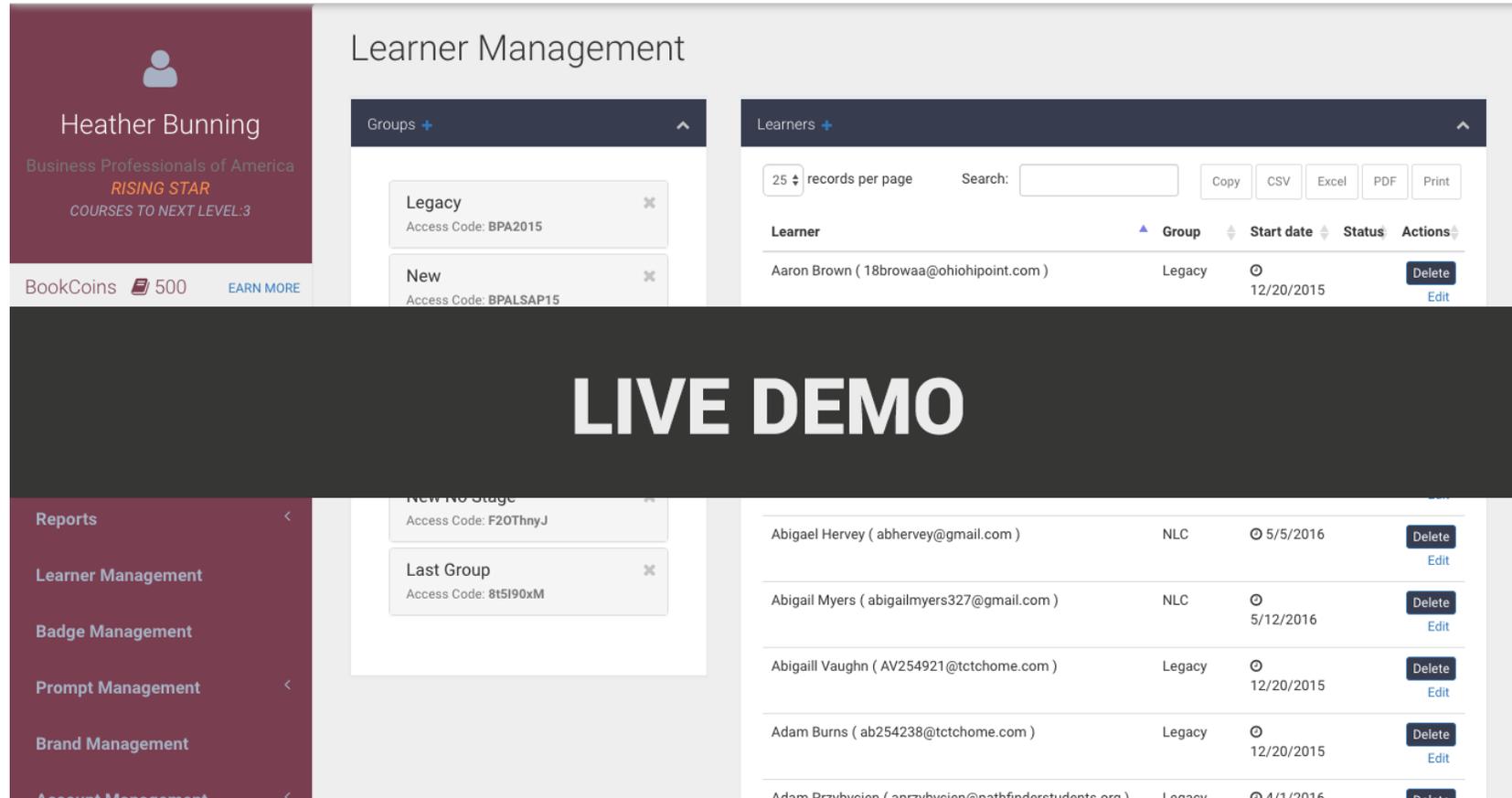


# LEARNER MANAGEMENT

## What's included?

- Create new groups of learners in order to assign different courses and badges to different learners.
- Add or move students into different groups.
- See student progress based on name, stage and percent completed.

# LEARNER MANAGEMENT



**LIVE DEMO**

**Groups**

- Legacy  
Access Code: BPA2015
- New  
Access Code: BPALSAP15
- NEW No Stage  
Access Code: F20ThnyJ
- Last Group  
Access Code: 8t5190xM

**Learners**

25 records per page Search:  Copy CSV Excel PDF Print

Learner	Group	Start date	Status	Actions
Aaron Brown ( 18browaa@ohiohipoint.com )	Legacy	12/20/2015	○	Delete Edit
Abigael Hervey ( abhervey@gmail.com )	NLC	5/5/2016	○	Delete Edit
Abigail Myers ( abigailmyers327@gmail.com )	NLC	5/12/2016	○	Delete Edit
Abigaill Vaughn ( AV254921@tctchome.com )	Legacy	12/20/2015	○	Delete Edit
Adam Burns ( ab254238@tctchome.com )	Legacy	12/20/2015	○	Delete Edit
Adam Przybycien ( przybycien@pathfinderstudents.org )	Legacy	4/1/2016	○	Delete Edit

# REQUIRED COURSES

## How do students know what is required?

- When students log in, they will be taken to their customized dashboard.
- Their dashboard will list required courses and badges first based on what their advisor assigned to them.
- Students will complete courses in order to get credit towards a badge. Once the minimum number of courses have been completed, the student will receive the badge he or she was working towards.



# CERTIFICATION AND DIGITAL BADGE

Members earn a digital badge upon course completion

- Next Step Academy with Business Professionals of America, created an exclusive Life Skills Certification program to help students gain an extra edge.
- Courses include time management, interviewing skills, business writing, social media etiquette and much more!
- Students earn a digital badge that can be shared with colleges, employers and more once completing at least six courses.

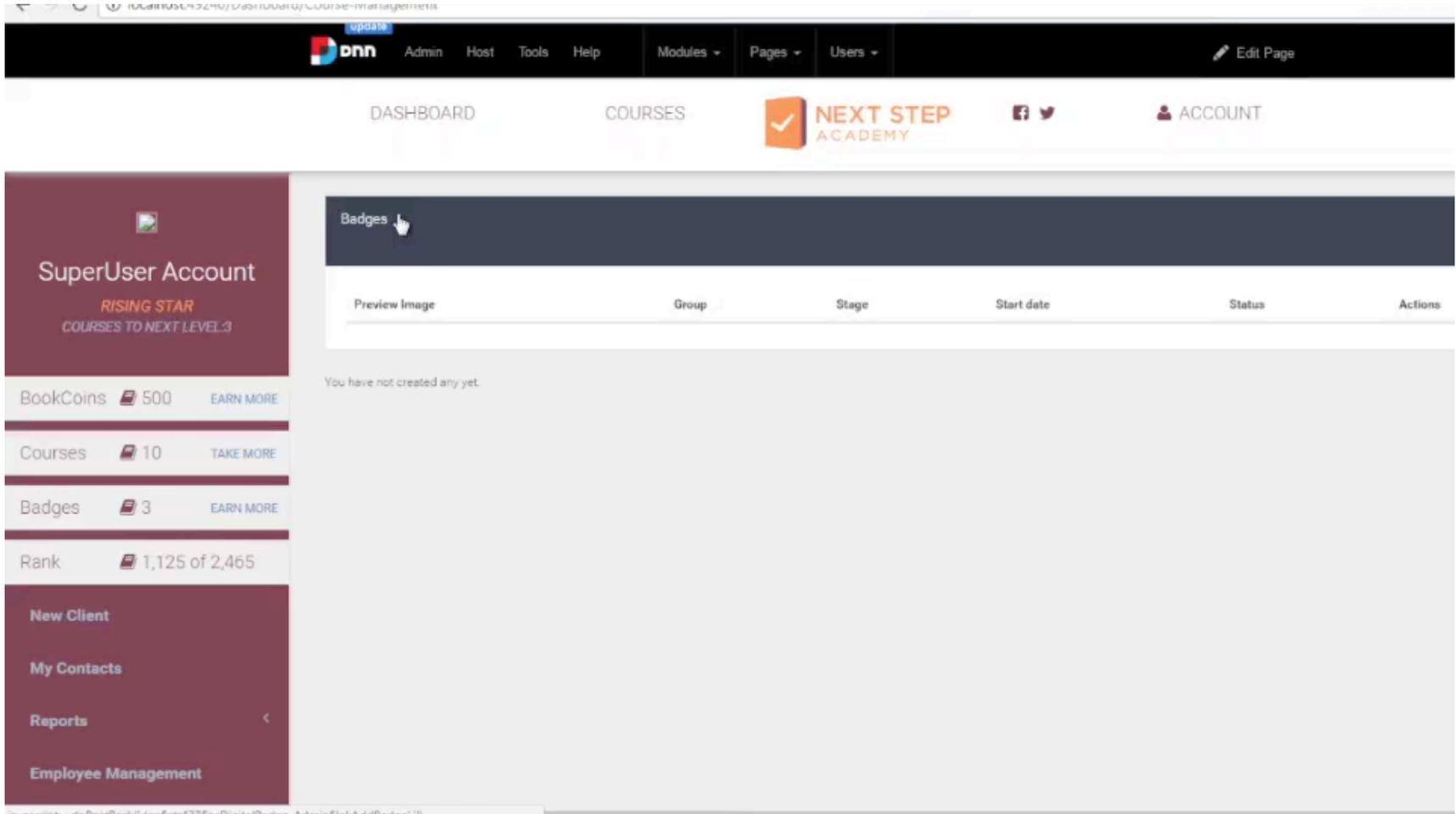


# BADGE CREATION

## What's included?

- Customize and create original badges for your students, for specific groups or for the whole site (if you want to share).
- Specify which courses you want required and how many courses it takes to earn the badge.
- Customize the look of the badge including the icon you want to use, the color of the badge as well as the title and subtitle.

# BADGE CREATION



The screenshot shows the Next Step Academy dashboard. At the top, there is a navigation bar with the 'dnn' logo and links for Admin, Host, Tools, Help, Modules, Pages, and Users. An 'update' button is also visible. Below this is a secondary navigation bar with 'DASHBOARD', 'COURSES', the 'NEXT STEP ACADEMY' logo, and 'ACCOUNT'.

The main content area is divided into two columns. The left column features a 'SuperUser Account' profile with the tagline 'RISING STAR COURSES TO NEXT LEVEL.3'. Below the profile are statistics for BookCoins (500), Courses (10), Badges (3), and Rank (1,125 of 2,465). At the bottom of this column are links for 'New Client', 'My Contacts', 'Reports', and 'Employee Management'.

The right column is titled 'Badges' and contains a table with the following headers: 'Preview Image', 'Group', 'Stage', 'Start date', 'Status', and 'Actions'. Below the table, a message states: 'You have not created any yet.'

# OUR COURSES

**Learners can access courses anywhere, anytime.**

- Next Step Academy's courses are designed to be quick, mobile and informative.
- Courses each take an average of 15 minutes to complete and can be taken on any mobile, tablet or desktop device.
- Our courses combine text, video and visual elements in order to accommodate all learning styles and keep students engaged.

# OUR COURSES

DASHBOARD COURSES  **NEXT STEP**  
ACADEMY   ACCOUNT

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 0% **Communication Skills**  
[Life Skills](#) : Step 1 of 21

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**Chapter 2** Here are some important tips to help ensure you communicate properly.

- [Get Organized](#)
- [State Your Purpose](#)
- [State your purpose \(continued\)](#)
- [Make your case](#)

**#1. Get Organized.**  
Think before you speak!

## LIVE DEMO

[Listen](#)

**Chapter 4**

- [Appropriate Communication](#)
- [Timing](#)
- [Location](#)
- [Approach](#)

**Conclusion**

- [Conclusion](#)
- [Experts](#)
- [Video Review](#)

     
Fullscreen Notes Back Next

# WHAT IS UNIQUE FOR THE LEARNER?

**We offer a fun, informative and helpful learning environment**

- Our courses take an average of 15 minutes to complete.
- Our entire site is mobile, tablet and desktop-friendly.
- Learners can earn and share badges for completing courses.



# WHAT IS UNIQUE FOR ADMINISTRATORS?

**We provide everything you need from start to finish**

- Assign, monitor, train, report and grade students all in one easy to use dashboard.
- Easily group students and assign badges and required courses based on those groups.
- Choose from over 75+ courses in over 12 categories built in-house by Next Step Academy.





**NEXT STEP**  
ACADEMY

**BUSINESS**  
*professionals*  
**OF AMERICA**

# LET'S BRING LIFELONG LEARNING TO ALL BPA MEMBERS

WITH NEXT STEP ACADEMY, WE'RE  
READY TO MAKE IT HAPPEN