EDGE Learning Management System

The Department's new Learning Management System (LMS) called EDGE stands for *Employee Development, Growth, and Education*. EDGE is a centralized place where training for professionals who support individuals with developmental disabilities can be found. Training will be delivered, organized, and tracked to support a more educated workforce. This FAQ will help you understand what EDGE is, who uses it, the types of training and curriculum available, and how to get started. Any questions or concerns, email cce-dds-support@csus.edu

Q1. What is EDGE?

A1. Employee Development, Growth, and Education (EDGE) is the Department's new learning management system dedicated to those who support individuals with developmental disabilities. It is a statewide system used to deliver, manage, and track Department sponsored trainings.

Q2. Who uses EDGE?

A2. EDGE is used by Direct Support Professionals (DSPs), regional center staff, regional center service providers, administrators, Department staff, individuals supported, and community members depending on the training offered on EDGE.

Q3. What kinds of training are offered on EDGE?

A3. EDGE has many kinds of training. These help learners gain new job skills, understand rules, and take important classes. The trainings will vary and be updated over time.

Q4. How do DSPs get access to EDGE?

A4. DSPs can access EDGE by completing a short online enrollment process.

1. DSPs will receive information via email on how to sign up, including a link to the online enrollment form. If they did not receive this information, the enrollment form is always available for access at http://www.dds.ca.gov/DSPU or by scanning the QR code in the Enrollment Guide or Department announcement flyers.

2. On the enrollment form, DSPs enter their personal information and their employer's details. This helps confirm their identity and employment so they

can be enrolled correctly. DSPs should use a personal email address – not a work email – when signing up.

3. After submitting the form, the DSP will receive two emails: one confirming their enrollment was received, and a second email with their username, temporary password, and a link to the EDGE webpage. DSPs use this information to log in to EDGE, set up their account, and begin enrolling in DSPU courses.

Q5. Can someone take the same course more than once?

A5. Most of the time, you can take a course as many times as you want. You only get credit the first time. Some programs or system rules might not let you get credit again if you retake the course.

Q6. What should someone do if they cannot access EDGE or believe their account information is incorrect?

A6. Learners or regional center service providers should contact cce-dds-support@csus.edu for technical assistance.

Q7. How does the Department know who completed training?

A7. EDGE tracks enrollment, progress, and completion for all courses. Department programs and regional centers may request reports to confirm participation and completion.

Q8. Who creates the training on EDGE?

A8. The Department creates the training programs on EDGE or contracts with others to do so. The Department makes sure the information is correct, easy to use, and kept up to date.

Q9. How do I change my password?

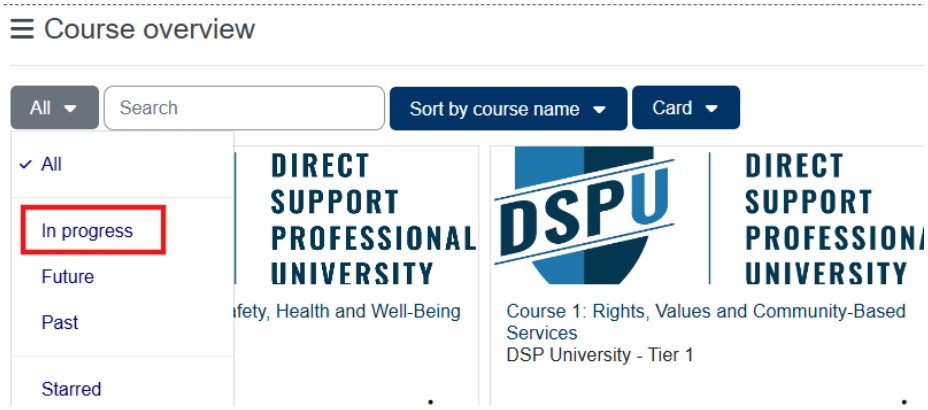
A9. In the event that you would like to change your password, please follow the steps provided:

1. Click your name / profile picture located in the top right corner of the screen. Please note: The profile picture will default to one's initials if a photo has yet to be selected. You are not required to upload a photo.
2. Select Preferences from the dropdown options.
3. Under User Account, click change password.
4. Type your old password, your new password, and then retype your new password in the corresponding fields.

Your password must have at least 12 characters and include at least 1 digit, 1 lower case letter, 1 upper case letter, and 1 special character such as *, -, or #.

Q10. How do I know what courses I'm currently enrolled in?

A10. To review a list of current enrollments:

1. Click "Courses" on the navigation bar homepage.

2. Courses can then be filtered using the blue and white dropdown options on either side of the search bar. To search for current courses, click "All" and change the filter option to "In progress."