

My AlphaRoute Access



Welcome to AlphaRoute!

Your first step is to register mentors, and second step is to register learners.
You will need your agency AlphaRoute Centre Code and Password to do both.

Registration Centre

URL: www.resources.alpharoute.org

Under Register – click on **GO**

Centre Code: _____

Password: _____

The Registration Centre Code and Password should only be shared with staff or instructors who will be responsible for adding and deleting learners and mentors in AlphaRoute.

Register yourself as a Mentor

- Mouse over **Mentors** and use the **Add mentor(s)** option
- Complete the online form
- Record your mentor information below

URL: www.alpharoute.org to access AlphaRoute as a mentor

User Name: _____

Password: _____

Register a Practice Learner

- Mouse over **Learners** and use the **Add learner(s)** option
- Complete the online form to create a practice learner for yourself
Note that learners' user names have to include your LBS agency number
- Record your practice learner information below

URL: www.alpharoute.org to access AlphaRoute as a learner

User Name: _____

Password: _____

As soon as they are registered in AlphaRoute, learners and mentors can immediately access all the features in AlphaRoute except three:

1. Chat room – please allow one week for AlphaPlus staff to register new mentors and learners in WebBoard
2. Discussions – please allow one week for AlphaPlus staff to register new learners and mentors in WebBoard
3. AlphaRoute Placement Tool – you will have to register learners you want to do the placement activities separately from AlphaRoute (see below for instructions)

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AlphaRoute Placement Tool Assessor – Register learners

URL: www.alpharoute.org - Log in as a mentor

- Go to the **Registration Centre** button

On the right side are two purple buttons – start with the bottom one called: **AlphaRoute Placement Tool (APT) training**

- Once trained open the top button called: **AlphaRoute Placement Tool – Assessor**
- Create an Assessor name which you will always use to access the Assessor tools

Assessor Name: _____

APT Centre Code: _____ (default is your LBS agency number)

APT Password: _____ (default is your LBS agency number)

- Add a practice learner for yourself. The name you register the learner with becomes his/her APT User Name. The APT Centre Code will always be **your LBS agency number**
- Record your practice learner's APT User Name below

AlphaRoute Placement Tool Learner – Accessing the APT

URL: www.alpharoute.org

- Log in to AlphaRoute as a mentor
- Go to **Assess Skills – AlphaRoute Placement Tool (APT)**
- Log into the APT:
- APT User Name: _____
- APT Centre Code: _____ (your LBS agency number)

For a map of all the activities in AlphaRoute go to www.resources.alpharoute.org, click on **Resources – AlphaRoute Activities** – and print out the 57-page booklet called **AlphaRoute Activities Mapped**. This will be especially useful to you as you review the activities in the Online Activities area of AlphaRoute.

For help with AlphaRoute contact:

Ian de Souza at 1-800-788-1120, extension 129
or email your questions to arsupport@alphaplus.ca