

Star Aptitude Assessment Registration Guide

To register for the STAR Aptitude Assessment, you will need to navigate to <https://www.ohioschoolboards.org/aptitude-award>. You'll see information about the assessment and a blue registration button, pictured below.



Ohio School
Boards Association

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APTITUDE AWARD

The OSBA Aptitude Award requires a board member to demonstrate an understanding and comprehension of a variety of board governance skills based on six leadership areas: vision, accountability, policy, community engagement, relationships and advocacy.

TIMELINE

The assessment will be available June 14, 2021-July 9, 2021. The awards are presented at the fall regional conferences beginning in fall 2021.

APPLICATION PROCESS

Board members can take the assessment at their convenience in the designated time frame during June and July beginning in 2021. The assessment will be offered annually.

OSBA has materials to help board members prepare prior to the annual assessment. Board members can choose from a list of activities to help them prepare, including self-directed reading, attendance at workshops or participating in webinars. See "Resources to help you prepare" below. Note that these

ASSESSMENT REGISTRATION

REGISTER NOW

To begin the registration process, click on the blue "Register Now" Button. You may be prompted to log into your OSBA Account. This is necessary to complete the registration. After you have logged into your OSBA Account, your registration will be sent to our system for processing.

Once your registration is complete, you will be routed back to the Aptitude Award web page (<https://www.ohioschoolboards.org/aptitude-award>) to confirm you are registered. You will see a confirmation at the top of the page and the “Register Now” button will be replaced with a notification that reads “*You are registered for this event.*” See picture below.

The screenshot shows the Ohio School Boards Association website. At the top left is the OSBA logo and the text "Ohio School Boards Association". To the right are links for "MY ACCOUNT", "STORE", and "LOG OUT". A dark blue navigation bar contains links for "Being A Board Member", "Advocacy", "Information Center", "Services", "Training and Events", and a "+ More" button. Below this is a light gray header with the text "APTITUDE AWARD". A red arrow points to a white notification box with a blue border containing a checkmark icon and the text: "Your registration is being processed. You will receive an email within the next 5-10 minutes with further information." To the right of the notification box is the "ASSESSMENT REGISTRATION" section, which has a red circle around the text "You are registered for this event." Below this are sections for "TIMELINE", "APPLICATION PROCESS", and "Registering for the assessment", each with descriptive text.

Five to 10 minutes after submitting your registration you will receive an email from OSBA that details the assessment, its significance in the STAR Awards Program and a direct link to log into the testing site. To get to the testing website you can click on the hyperlink in the email where it says, “OSBA Learning Management System,” or by going to <https://lms.ohioschoolboards.org/my/>.

Pictured below is an example of what the email will look like:



Dear John,

Your STAR Assessment assessment materials are now ready. Please visit the [OSBA Learning Management System](#) to get started. If your first attempt at passing the assessment is unsuccessful, you may retake the assessment at any time before July 9. Those who succeed in passing the Aptitude Assessment with at least 80% correct answers will receive their Aptitude award at their region's fall conference.

The Aptitude stands for the "A" in the OSBA STAR award program. Board members who receive the "S" (Service), "T" (Training), "A" (Aptitude) and "R" (Recognition) awards together will become Master Board Members. One master board member from each region is selected annually to receive the All Ohio Board Member award, OSBA's highest individual recognition.

If there's anything I can do for you in the interim, please reply to this email or contact me at 1 (800) 589-OSBA. Good luck!

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After you have navigated to our Learning Management System, you will be prompted to login. **The username and password to log into the Learning Management System is the exact same username and password used on the OSBA Website.** This will take you to your learning center dashboard. Under the section titled "Course Overview" you will see the STAR Assessment.