Registering for a Workshop on the New STARS 2.0

1. Open Internet Explorer and go to the Ohio Department of Education web site at [http://www.ode.state.oh.us](http://www.ode.state.oh.us).

2. Once you are at the home page, click on the gray “Safe Account Sign In” button at the bottom of the navigation menu on the left side of the page.

3. The login page for STARS V2.0 will open. You will need to enter your account name and password to proceed. Use the account name and password that you created when you registered for your SAFE account. Click the “Sign In’ button or the “enter” key on your keyboard.
4. After you have logged in, a new page will open. Click on the STARS V2.0 to open STARS.

5. The next page that opens is your STARS Dashboard. This page will list all of the events for which you are currently registered. To register for a new event, click on the “Event Search” link.
6. After opening the “Event Search” page, enter the parameters that will help you narrow your search for the event for which you wish to register. For example, enter a span of dates that encompasses the date of the event for which you are registering. If you are registering for an event at State Support Team Region 6, then enter the Wapakoneta zip code, 45895, and choose “5” miles on the “Within” drop-down menu. The “Event Name” and the “Event Owner” parameters do not seem to work well when searching so you may want to leave them blank. Click on the “Search” button to pull up a list of events.

7. From the list of events that are displayed, highlight the event for which you wish to register by clicking on it. Wait for it to highlight and for the “Register for Selected Event” button to become active. Click on the “Register for Selected Event” button. You will be asked to confirm your selection. Once this is done, you will receive a message that confirms your registration or states that you are on a wait list if the event is full. An E-mail message will also confirm your registration.
8. Your event is confirmed. By returning to the dashboard you can register for another event.

Click here to return to the dashboard to register for a new event.