



## Logging into Track

Track is a web-based application used to help you manage your professional learning activities through your school district as well as through NEFEC. Anyone with a Track account can manage your own professional learning through Track with anytime, anywhere, any device access.

### To access your account:

1. Open an Internet browser (Chrome, Firefox, Safari, etc.)
2. Navigate to: <https://track.nefec.org>
3. Login with your district credentials: your Google email address (ex. john.doe@levyk12.org) and your computer sign on password



GUEST

Authentication

  
  
  
[Forgot My Password](#)

## Navigating in Track

Everyone in Track has access to *My Portfolio*. Here you can view your current and completed professional learning activities in the *Portfolio* tab. You can manage the classes you teach in *My Classes* by adding your course numbers and in the *Credentials* tab you can view your current and archived certificates.

My Portfolio

Account / Portfolio

Portfolio My Classes Credentials

Everyone in Track also has access to *My Account*. If you navigate to your individual account, you can add any accommodation requests under *Special Accommodations* to share with event facilitators and organizers. You can also view any reports that have been enabled by your district.

SHANE F.

My Portfolio  
My Account  
My Reports  
Sign Out