

Accessing the PCG Lesson Planner

Teachers will access the lesson planner through their ACIIS account.

1. Go to the **School Board Website (www.sbac.edu)**.
2. Click the link to **Just 4 Teachers** on the left side.
3. Click the link to **ACIIS - Alachua County Instructional Improvement System** at the top.

The image shows a screenshot of the School Board Website navigation menu on the left, with a box highlighting the 'Just-4-Teachers' link. To the right, a box highlights the 'ACIIS - Alachua County Instructional Improvement System' link in the 'Just-4-Teachers' section. Further right, the ACIIS login page is shown, featuring a 'Welcome to ACIIS!' message, fields for 'User Name' and 'Password', and a 'Login' button. The ACIIS logo and tagline 'The Track to Success' are also visible.

4. On the ACIIS log in screen, use your active directory username and password. This is the same information you use to log into a school board computer.
5. Once logged in, click the **PCG Login** link at the top right corner.

The image shows the header of the ACIIS dashboard. It includes the ACIIS logo and tagline 'The Track to Success' on the left. In the center, it says 'Welcome,'. On the right, there are links for 'LINK', 'PCG LOGIN', 'MY PROFILE', and 'SIGN OUT'. The 'PCG LOGIN' link is circled in red.

If you have any trouble with this process, please contact your school's tech coach or email ACIIS@gm.sbac.edu.

DO NOT USE INTERNET EXPLORER when using PCG Lesson Planner. Using INTERNET EXPLORER will result in functionality problems. Problems? Email ACIIS@gm.sbac.edu

