



# BASE CAMP

## Frequently Asked Questions

### FAQs: Working in My Education Transcript

Read these FAQs if you have questions as you access, view and complete projects and levels in your Education Transcript on Base Camp.

#### **I want to reference content from a completed project. Is it possible for me to view two projects at once?**

You can open only one project at a time. If you would like to review content from a previous project while working in your current project, please use the self-print PDF version of the completed project.

To access the self-print PDF version of a project, follow these steps:

1. Starting at the Level Overview page, launch the project that you would like to review.

**Ice Breaker**  
Status: Completed Due: No Due Date  
This foundational project is designed to introduce you to your club and the skills you need to begin your Toastmasters journey.

**Evaluation and Feedback**  
Status: Not Activated Due: No Due Date  
This project addresses the skills needed to give and receive feedback. You will learn about giving, receiving and applying feedback.

Evaluate

Launch

Evaluate

View Training Details

2. Once the project has opened, navigate to the Your Evaluation page using the dropdown section menu.

Directions

WHERE LEADERS ARE MADE

Select to move to another section:


Motivational Strategies 1: Ice Breaker

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3. Select the "Print My Project" text from the list of resources on the right.

### YOUR EVALUATION

5	4	3	2	1
Select the tabs above to review the criteria for the evaluation in this project. Your evaluator will use the following scale:				
5 Exemplary				
4 Excels				
3 Accomplished				
2 Emerging				
1 Developing				
After your speech, log in to complete the second portion of your self-assessment on the "Assess Your Skills—After" screen.				



**RESOURCES**

- [Evaluation Resource](#)
- [Print My Project](#)
- [Ice Breaker Speech Outline Worksheet](#)

*Please note: The PDF may open in a new browser tab or window depending on your browser and settings. You may want to save the PDF directly to your computer or other operating device for easy access in the future.*

### Why is my path no longer in my Education Transcript?

If you do not see your completed path on your Education Transcript page, it is likely that the path was moved to the Completed page of your transcript. This happens automatically when your vice president education approves your Level 5 completion request and the status of your path changes to complete. You can view the Completed page by selecting Completed from the Active dropdown menu.

Active ▾ By Title ▾ All Types ▾

Active  
Completed  
Archived

igator  
ie Date Status: Registered

Launch ▾

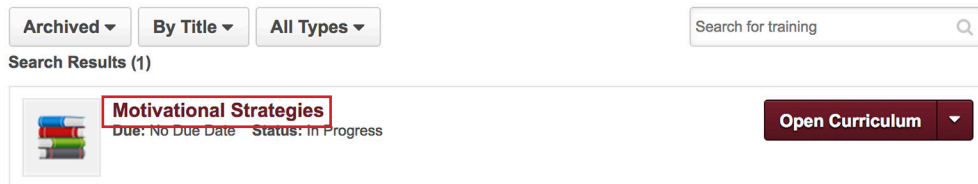
*Please note: If your path does not appear on the Completed page, it may be on the Archived page.*

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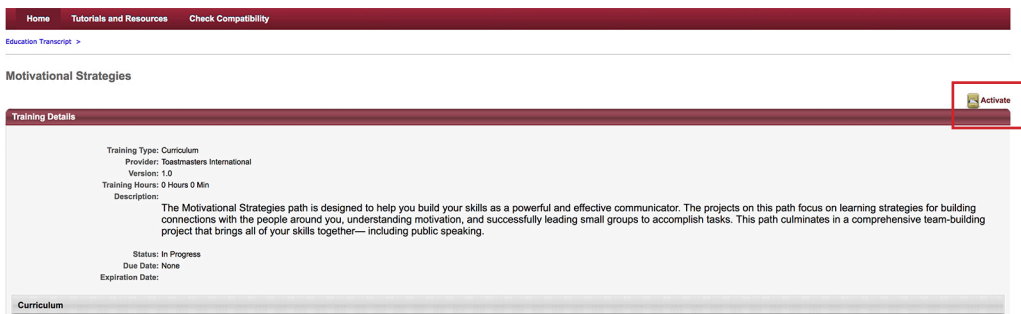
### I accidentally moved my path to the Archived page. How can I get it back to my Education Transcript page?

To move the path to your Education Transcript page, you need to mark it as Active from the Training Details page.

To access the Training Details page, select the title of the path from the Archive page.



From the Training Details page, you will see the option to Activate in the upper right corner. Click Activate to return your path to your Education Transcript.



### I am working on Level 1 and am only able to open the “Ice Breaker” project. Why can’t I open the other projects?

In Level 1, as well as Level 5, there are required projects that must be completed first before you can begin working in the other projects. Once you have completed the required project in the level, such as the “Ice Breaker” in Level 1, you will be able to access the remaining projects.

### How many electives do I need to complete in a level?

While you will have access to all of the electives at once, you can find the minimum number required to complete the level near the top of the Elective Projects overview page.

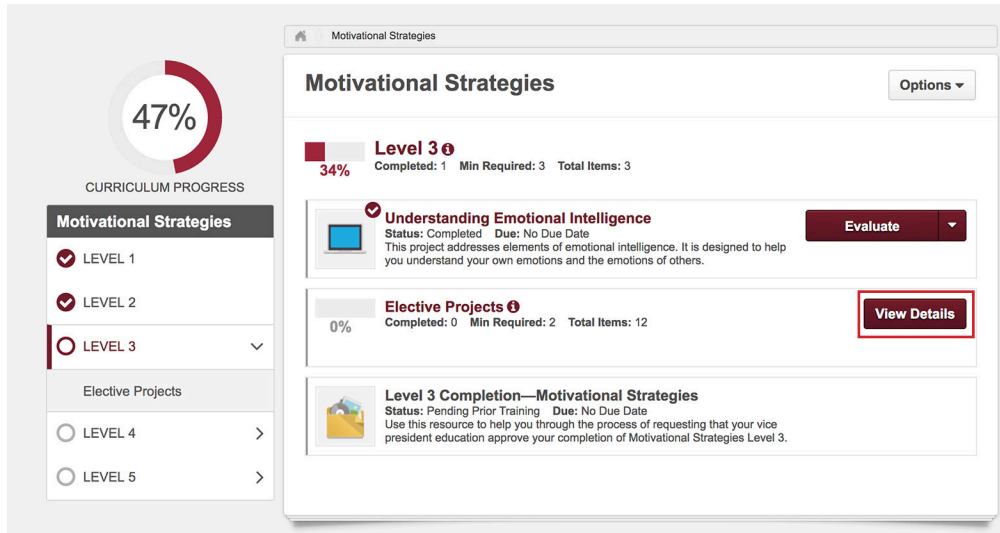
## Motivational Strategies



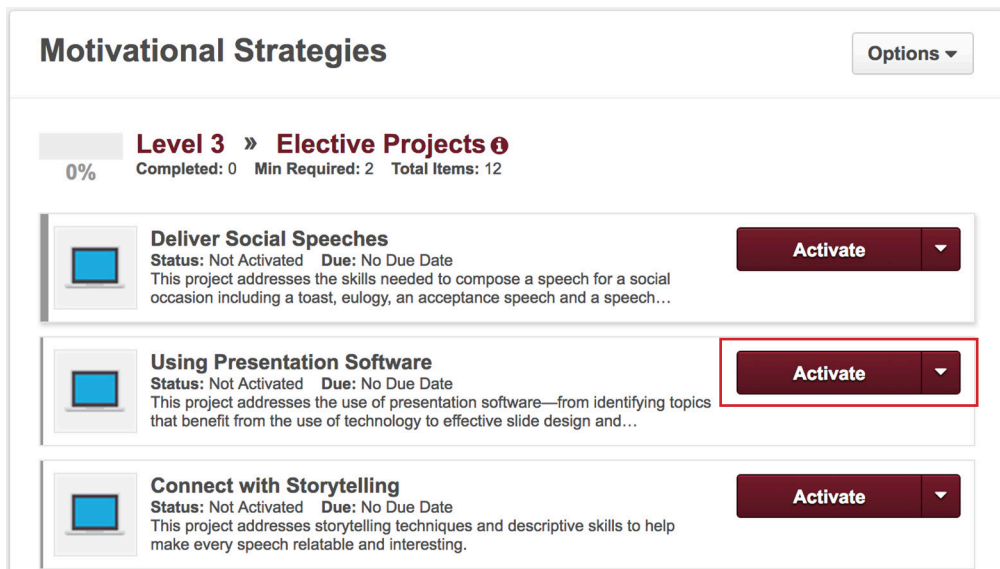
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## I am ready to complete my electives. How do I add them to my transcript?

To access the complete electives list, select the View Details button from the Level Overview page.



Next, click the Activate button for each elective you wish to complete, followed by the Launch button. This will allow you to work through your desired elective projects.



### **If I complete more than the minimum required number of electives, will I receive credit for the additional electives on my next path?**

While you may complete as many electives as you like, there is no extra credit or recognition given for completing more than the required number of electives. Additionally, credit for completing projects and electives does not carry over from one path to another. If you complete all electives in a level on one path, please keep in mind that you will see these electives again on your next path. If you decide to complete more than one path, or complete the same path more than once, you will need to complete the required number of projects and electives on the path each time you complete it.

### **What happens if I mark complete a resource document or tutorial in my Education Transcript? Do I get credit for completing the tutorials and other resources?**

If you select the Mark Complete button from your Education Transcript, the item will move to the Completed page of your transcript. You do not receive credit for completing tutorials or resource documents. For more information on how to earn credit for recognition, please see *The Navigator*.