

LoTi Levels of Technology Implementation

Taking the LoTi Questionnaire. Remember, this is not a test, it is a way for us to plan for this program and others in Technology Implementation.

1. Access the LoTi Lounge at: <http://www.lotilounge.com/>
2. You will be greeted with a welcome screen. Click on the icon that says, 'LOGIN'
3. Since you are a new user, click on the link that says 'Sign Me Up!' Once you already have a registered User ID and Password, you will enter them in the 'I'm already registered' section of this page to re-access the LoTi Lounge.
4. Follow the instructions on the LOGIN page. You will first be prompted to enter your Group ID and Password. For Manheim Township SD Elementary Mentor Program, use the following:
 - **GroupID:**
 - **Password:**
5. Next, you will be prompted to enter your User Information including a User ID and Password of your choosing. This User ID and password should be something you will remember as it is what you will use to log in to LoTi Lounge in the future.
6. Next, you will be prompted to enter your Email address. Entering a valid email address is necessary to have full access to LoTi Lounge. If your group has access to the LoTi Course Planner, you will ONLY be able to register for classes with a valid email address.
7. Finally, you will be prompted to select your organization from a structural list that has already been entered into the computer based on the Group ID you were given. Choose your organization and click 'Continue'.
8. Congratulations, registration is complete! To access the online LoTi Questionnaire, click on the 'Take the LoTi Questionnaire' link at the top of the LoTi Lounge menu.