

Microsoft Innovative Educator Experts & Showcase Schools

Frequently Asked Questions for Microsoft Innovative Educator Experts and Showcase Schools

2025-2026 Nomination Period

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What has changed this year?

Microsoft Innovative Educator Experts:

1. All applicants, **new and returning**, must complete the **same application**. There is **no renewal application for returning MIEEs this year**.
2. Learning Paths to complete in Microsoft Learn are: [AI for Educators](#) , [Build Reading Fluency with Reading Coach](#) , [Build Cybersecurity Resiliency for Classrooms with Microsoft Tools](#) , [Microsoft Educator Academy](#)

General questions

Q: How can I get support while preparing for my self-nomination?

A: We've made several resources available to support you throughout the nomination period:

1. Start by reviewing the official application templates. These will help you understand exactly what is required and allow you to prepare your responses in advance:

<https://aka.ms/MIEExpertquestions2025>

2. Join our live office hours for real-time support, questions, and clarification. Below are the scheduled sessions:

- <https://aka.ms/May7OfficeHourA>
- <https://aka.ms/May7OfficeHourB>
- <https://aka.ms/May14OfficeHour>
- <https://aka.ms/June4OfficeHour>
- <https://aka.ms/June18OfficeHour>
- <https://aka.ms/July1OfficeHour>
- <https://aka.ms/July16OfficeHour>
- <https://aka.ms/July23OfficeHourA>
- <https://aka.ms/July23OfficeHourB>
- <https://aka.ms/July24OfficeHour>

Q: When is the deadline for applications for the Microsoft Innovative Educator Expert and Showcase Schools programs?

A: Complete your application by July 31, 2025

Q: When will the results be announced?

A: Results will be announced at the end of September 2025.

Q: Where can I find templates of the Microsoft Innovative Educator to start preparing my answers?

A: You can access the official templates here:
<https://aka.ms/MIEExpertquestions2025>

Accessing the aka.ms/edunominate website

Q: Where do I apply to become a Microsoft Innovative Educator Expert or a Showcase School?

A: To start your application, go to: aka.ms/edunominate.

Q: [How do I access the aka.ms/edunominate?](#)

A: Click “Start here,” then choose either “Log In” or “Sign Up” depending on whether you’ve registered to the nomination tool before.

Q: Why am I asked to provide two email addresses when signing up for aka.ms/edunominate site?

A: This is a security measure to ensure you don’t lose access to your profile if you change schools or email addresses.

- Your **Main email** is used for login and submitting applications.
- Your **Alternate email** serves as a backup. If you lose access to your main email, you can log in with your alternate one and update your profile accordingly.

Q: My credentials for the nomination site are not recognized. What should I do?

A: ALL new users need to create an account the first time they visit the site. If you have signed up in the past, you must use **the same email address** you used last time you logged in at [aka.ms/edunominate](#).

- If you’ve forgotten your password, use the “**Forgot password**” link on the login page.
- After logging in, you can **click your profile icon** to update your details, including your email address, if needed.

Q: What is my User ID?

A: The **User ID** is the number given to you **when you sign up** to the nomination tool. After you login to the nomination tool website you will find it in the User Information section at the top of page.

Q: The site says the user already exists, what should I do?

A: Please use **the Forgot Password button** to set a password and then login again. Please allow **2-3 hours** for the password reset email to be delivered to you and check your junk

Commented [NN1]: Waiting from screenshots and final wording

Microsoft Innovative Educator Expert questions

Q: What are the criteria for becoming a Microsoft Innovative Educator Expert (MIEE) for 2025–2026?

A: To be selected as an MIEE for the 2025–2026 program year, you must meet the following criteria:

1. Complete **Four Required Learning Paths in Microsoft Learn**:
 - [AI for Educators](#)
 - [Build Reading Fluency with Reading Coach](#)
 - [Build Cybersecurity Resiliency for Classrooms with Microsoft Tools](#)
 - [Microsoft Educator Academy](#)

You'll confirm completion of the learning paths in your application by submitting a link to your **Microsoft Learn achievements page**. We will verify that your badges and trophies are present.

2. Complete the application presenting **case studies of the ways you use Microsoft tools** in your classroom. Keep in mind that you are required to **provide personal, authentic stories** based on your own experience. **AI-generated or generic responses are not accepted and may lead to your application being rejected.**

Microsoft Learn support

Q: How can I get support regarding my profile in Microsoft Learn?

A: All information on managing accounts in Learn can be found here: **Manage [your Microsoft Learn Profile Settings](#)**

We recommend adding a personal account to your profile to ensure you retain access regardless of your employment status.

Q: Which account should I use for Microsoft Learn?

A: You can have **up to five school or work accounts** and **one personal account** linked to your profile to use for signing in. Linking a school or work account allows your organization to see your learning progress data. Linking a personal account allows you to access your learning progress regardless of your employment status.

Q: How do I link another Microsoft account to my Microsoft Learn profile?

A: Please follow the instructions below to add or merge accounts on your Microsoft Learn profile:

- Select the **profile icon** in the top, right corner
- Select **Settings**
- Under **Account Management**, select **Add account**
- **Sign in to the Microsoft account you want to link** If the account is already linked to another Microsoft Learn profile, you'll be **prompted to merge the two accounts** together. If you're interested in having the two Microsoft accounts on the same profile, follow the merge prompts.

Further support

If you require further support, please email educator@microsoft.com with the following Information:

Full Name:
User ID:
Email:
School Name:
Full details of query/request:

- Emails **missing the above** required information **will experience delays** in processing.
- After reaching out, you will receive an **automated reply** with answers to common applicant issues. **Please read it carefully**, as your question is likely addressed there.
- Due to high volume, it **may take over a week** to receive a personal response.
- Please **do not send multiple emails** for the same request as this slows down response time for everyone.

Microsoft Innovative Educator Experts & Showcase Schools

Microsoft Innovative Educator (MIE) Expert nomination questions

Notice: MIE Expert self-nomination window will be May 2025 – July 2025

Below are the questions that you will be asked during the nomination process. They are broken into three sections (but all are done at the same time). Announcements will be made September 2025.

Definitions:

- The term **educator** refers to classroom teachers, school leaders, professional learning specialists, instructional assistants, trainers, or anyone who supports teaching and learning and wants to grow their skills and support others.
- The term **learner** refers to anyone who is receiving instruction from you. Examples are adults that you are training, students in a classroom, or colleagues that you work with that you are training.

TIP: It is perfectly OK to work with other colleagues as you prepare your nomination, however your responses need to be personal to the work you've done. Use your colleagues to provide feedback, check links, etc.

There are two parts of the nomination form (you will not be able to progress forward through each checkpoint until you have met the criteria for that checkpoint):

- 1) [About you](#) (this is simply so we know who you are. If you use other tools/devices and are members of other communities from other tech companies, we are happy to have you in our community!) This section does not impact your nomination in any way.

Part of this section is to prove that you have successfully completed these four learning paths by sharing the URL to your achievements on Learn (if you haven't, your nomination won't be moved forward in the process):

- [AI for educators](#)
- [Build reading fluency with Reading Coach](#)
- [Build cybersecurity resilience in K-12 classrooms with Microsoft tools](#)
- [Microsoft Educator academy](#)

2. Scored questions on your usage of Microsoft Education tools and long-form questions will be reviewed by machine learning and our team. We suggest that you have a colleague review your responses. You may respond in your native language! You must respond with more than 500 characters (not words) and less than 2000. We want detailed responses that fully answer the questions that clearly come from you and not from a generative AI tool.

Below the questions in this document, you'll see links to the Microsoft Learn Educator Center courses that can help you prepare if you aren't familiar with Teams, OneNote, Forms, and other Microsoft Education Learning Accelerator tools.

About You

First: _____
Last: _____
Personal email: _____
School/organization email: _____
Home address (shipping address) _____
School/Institution/Organization address _____
School/Institution/Organization website _____
What is your title: _____
Country: _____

Is your school a Showcase School, Incubator School or neither?

- ☐ Showcase School
- ☐ Incubator Schools
- ☐ Neither

If Showcase: There will be a dropdown of all Showcase Schools. Select yours.

If Incubator: There will be a dropdown of all Incubator Schools. Select yours.

If Neither: Enter the name of your school/organization: _____

Current role at school/organization (check all that apply):

- ☐ I am directly responsible for teaching K-12 students.
- ☐ I am responsible for or teach STEM at my school/system.
- ☐ I am involved in curriculum development.
- ☐ I am an education trainer (professional development specialist)
- ☐ I am a school leader or administrator.
- ☐ I am a higher education faculty member.
- ☐ I am a Dean in a higher education institution.
- ☐ I am a student enrolled in a college of education of a pre-service teacher.
- ☐ I am a chief information officer or set policy and make decisions about the technology infrastructure schools in my area use.
- ☐ I am a government leader or set educational policy at a local, regional or country level.
- ☐ Other _____

What age range do you teach (select all that apply)?

- ☐ 0 – 5 years old
- ☐ 6 – 8 years old
- ☐ 9 – 11 years old
- ☐ 12 – 14 years old
- ☐ 15 – 18 years old
- ☐ Students over 18 years old
- ☐ I am responsible for delivering professional development to teachers.

What Subject(s) do you teach (select all that apply)?

- ☐ General (Primary)
- ☐ Reading/Writing/Literature
- ☐ Mathematics
- ☐ Science
- ☐ History
- ☐ Geography
- ☐ Foreign languages
- ☐ Design and technology
- ☐ Art and design
- ☐ Music
- ☐ Physical education
- ☐ Computing
- ☐ Other (short answer)

What technology do your students/learners primarily use for learning (select all that apply)

- ☐ Mobile phone
- ☐ Laptop/Chromebook
- ☐ Tablet
- ☐ Shared device
- ☐ My students/learners don't have access to a device.

What tools/devices do you use regularly (select all that apply)?

- ☐ Google Apps
- ☐ Chromebooks
- ☐ iPad
- ☐ Macbooks
- ☐ Windows Devices
- ☐ Microsoft Surface
- ☐ Microsoft 365
- ☐ Microsoft Teams
- ☐ Zoom

What tools/devices does your school/organization use (select all that apply)?

- ☐ Google Apps
- ☐ Chromebooks
- ☐ iPad
- ☐ Macbooks
- ☐ Windows Devices
- ☐ Microsoft Surface
- ☐ Microsoft 365
- ☐ Microsoft Teams
- ☐ Zoom

Have you completed the [AI for educators](#) learning path on Microsoft Learn?

- ☐ Yes
- ☐ No

Have you completed the [Build reading fluency with Reading Coach](#) learning path on Microsoft Learn?

- ☐ Yes
- ☐ No

Have you completed the [Build cybersecurity resilience in K-12 classrooms with Microsoft tools](#) learning path on Microsoft Learn?

- ☐ Yes
- ☐ No

Have you completed the [Microsoft Educator academy](#) learning path on Microsoft Learn?

- ☐ Yes
- ☐ No

Share the URL to your **achievements** in Learn here. How to share your Learn achievements: Log into Learn.microsoft.com > Select your profile picture > Select Achievements > Copy that URL and paste it here:

Machine-learning scored questions

How often do you...

	Daily	Weekly	Monthly	Rarely	Never
Use Microsoft Teams in an instructional environment?					
Use Copilot personally or professionally?					
Use Microsoft Learning Accelerators in an instructional environment (Reading Coach/Progress, Search Coach/Progress, Reflect, Speaker Coach/Progress, Math Coach/Progress, Immersive Reader, etc.)?					
Use Microsoft Forms in an instructional environment?					
Use OneNote for personal organization?					
Use OneNote and/or Staff Notebook for professional organization?					
Use OneNote Class Notebooks with learners?					

Use Minecraft Education with learners?					
Share your teaching/learning knowledge with your colleagues?					

Long form questions

Select a tool that you use from the drop down menu

- ☐ Microsoft Word
- ☐ Microsoft Excel
- ☐ Microsoft PowerPoint
- ☐ OneNote
- ☐ Microsoft Teams
- ☐ Microsoft 365 Copilot
- ☐ Microsoft Forms
- ☐ Microsoft Stream
- ☐ Microsoft Whiteboard
- ☐ Clipchamp
- ☐ Microsoft Loop
- ☐ Microsoft Mesh
- ☐ PowerBi
- ☐ Sharepoint

Describe a scenario where you leveraged this Microsoft tool to support your role as an educator.

Select a tool that you use from the drop-down menu

- ☐ Minecraft Education
- ☐ Immersive Reader
- ☐ Reading Progress and Coach
- ☐ Reflect
- ☐ Math Progress and Coach
- ☐ Search Progress and Coach
- ☐ Speaker Progress and Coach
- ☐ Education Insights
- ☐ Intune for Education
- ☐ MakeCode

Describe a scenario where you leveraged this Microsoft tool to support your role as an educator.

Resources and training to help you prepare your nomination:

Start at the [Microsoft Learn Educator Center](#) and look for courses on tools you aren't familiar with in the Office 365 learning path and support site on Teams!

- [Master Microsoft Teams for any learning environment](#)
- [Support on breakout rooms in Teams](#)

Also be sure to use <http://support.microsoft.com/education> to find direct instructions on how to use different tools.

Learning Accelerators:

[Learning Accelerators: Tools for Students | Microsoft Education](#)

Reading Coach/Progress

- [5 things to know about Reading Coach in Immersive Reader](#)
- [5 things to know about Reaching Progress/Coach](#)
- [Support reading fluency practice with Reading Progress](#)
- [Reading Coach Demo](#)

Microsoft Reflect

- [5 things to know about Microsoft Reflect](#)
- [Build social and emotional skills in your classroom community with Reflect](#)
- [Microsoft Reflect | Encourage connection, expression and learning](#)
- [Get started with Reflect in Teams](#)
- [Reflect check-ins in Class Notebook](#)

Search Coach/Progress

- [Develop search strategies with Search Coach and Search Progress](#)
- [Search Coach and Progress in Teams EDU](#)

Speaker Coach/Progress

- [Develop confident presenters with Speaker Progress - Training | Microsoft Learn](#)
- [Getting started with Speaker Progress for educators - Microsoft Support](#)

Check for accessibility

- [Accessibility Checker](#) can review your PowerPoint and Word files, as well as other Microsoft 365 files, for accessibility compliance.

Other Teams

- [Master Microsoft Teams for any learning environment](#)
- [Support.microsoft.com – Teams](#)

Minecraft Education

- [Minecraft: Education: Teacher Academy](#)

Microsoft Edge

- [Enrich the learning experience in Edge browser](#)
- [Microsoft Edge Browser Features | Microsoft](#)
- [Top 10 Microsoft Edge Chromium features // Tips, tricks and NEW updates - YouTube](#)

21CLD

- Learning Path – [21st Century Learning Design](#)
- 21CLD guide notebook
 - [Access the course OneNote notebook here](#)

Microsoft Forms

- [Microsoft Forms Quick Start Guide](#)
- [Create a quiz with Microsoft Forms](#)

MakeCode

- [Microsoft MakeCode](#)
- [Teach AP Computer Science Principles with the Microsoft MakeCode curriculum](#)

Copilot

- [Enhance teaching and learning with Microsoft Copilot - Training | Microsoft Learn](#)