

# How do you register on TRAIN?

1. Go to CDC TRAIN (<http://cdc.train.org>)
2. Click on- Create account
3. TRAIN policies- click in box-I agree to these TRAIN policies, click Next to continue
4. Required fields- complete all fields marked with red asterisk
5. You MUST check the box" I would like to receive emails from TRAIN", then click Next
6. At Group Selection Page, Select CDC Portal , click on Select Groups and Select Community of Practice will appear
7. Select Lab Training from drop down boxes that appear, then click Submit to close window and .Click Next to continue
8. Professional Roles-click in three boxes and if box asked for specialty, click on drop down box and select specialty.
9. Work setting –again click in three boxes, then click Next created account
10. Will receive confirmation email from TRAIN. You must open email and click or paste link in email to confirm.
11. To add professional license- must access My account
12. Click on My account in upper right corner, do you have license number, Click on Yes, type in your license number, and then click Save and Back
13. To register- type in keyword or course ID into search box
14. On the "Course Search" page, courses, fitting your keyword or ID seen.
15. Click on course to view and follow instructions on screen to complete registration

**Optional Fields**

Middle Name

Telephone (evening)

Daytime Extension

Pager

Fax

Mobile

Bureau/ Section

Address 2

I would like to receive emails from TRAIN

I would like to receive notifications about the site updates by email.

**Group Selection:** As a member of TRAIN, you have the opportunity to participate on one or more of the TRAIN portals listed below. TRAIN are connected and will not require you to have a separate accounts or logins. Remember that you will only need one TRAIN account for you select.

To participate on one or more portals, follow the instructions below:

1. Choose the "Select Groups" button next to the desired portal, "State Portal", "MRC Portal" (Medical Reserve Corps), or "CDC Portal for Disease Control and Prevention).
2. Select your groups within each portal.

The portals and groups you select will determine what TRAIN content (including courses) you can access.

Select the state or territory in which you work, study, or reside - or select "International".

**State Portal**  No Groups Selected

If you are a member of the Medical Reserve Corps, then you should select MRC Portal in addition to your state.

**MRC Portal**  No Groups Selected

To access additional CDC TRAIN (Centers for Disease Control and Prevention) content, and to participate in CDC-hosted communities you should also add the **CDC Portal**.

**CDC Portal**  No Groups Selected

**Account Created:** The "New Account Created" screen is shown. A confirmation email is sent to you from TRAIN. You **MUST** open this email and click or copy and paste the link in that message. If you do not confirm your email, course communications cannot be sent to you.

**Do you hold a Professional License Number?**

Yes  No

License Type 1:

License Number 1:

License Type 2:

License Number 2:

