

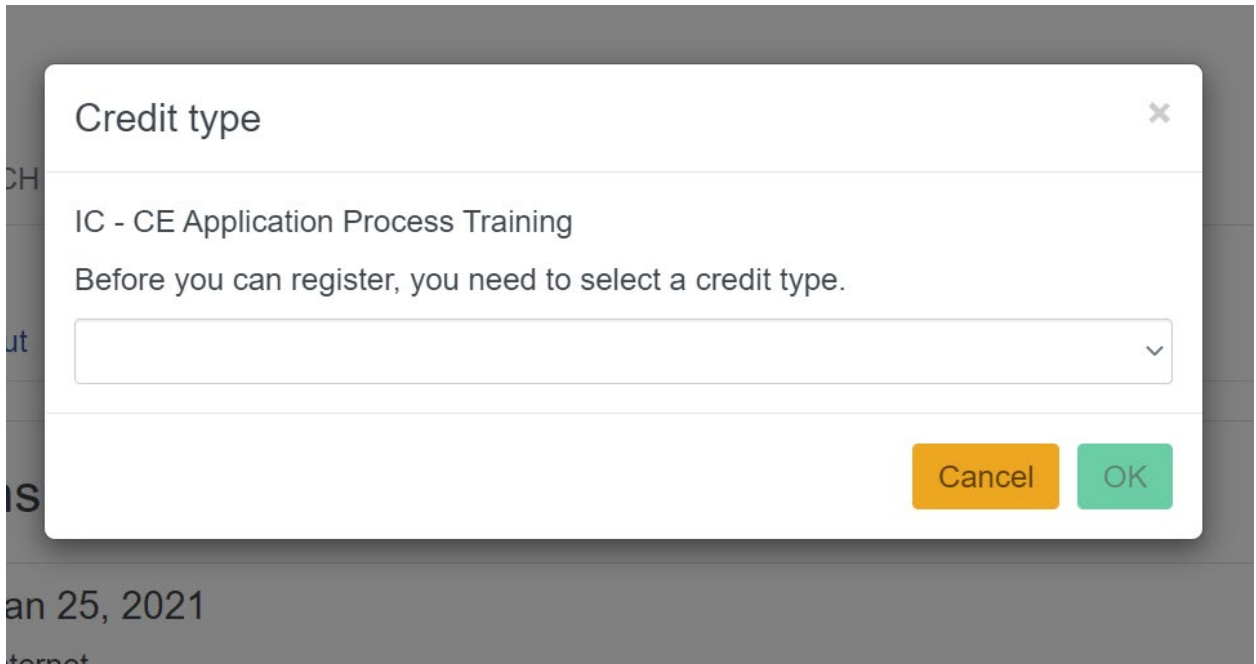
How to register for IC - CE Application Process Training

1. Login to MI-TRAIN and search for course number 1095678.
2. When you get to the course detail page, scroll down and choose the session you wish to attend.

The screenshot shows the MI-TRAIN website interface. At the top right, a user is logged in as 'Kerry'. The main header features the 'TRAIN' logo and navigation links for 'ADMIN', 'SEARCH', 'USER SITE', and 'HELP'. A search bar is located on the right. The course title 'IC - CE Application Process Training' is prominently displayed, accompanied by a 'Back' button, an 'Edit' dropdown, and a 'Save For Later' button. Below the title is a featured image of a globe on an open book. To the right of the image, there are tags for 'Webcast (Live Event)', 'ID 1095678', 'Skill Level: Introductory', and '1h'. A five-star rating is shown below the tags. The course description states: 'This session will train the Instructor Coordinator in the new CE application process through the elicensing portal. This new process is scheduled to "Go Live" on February 1, 2021, and we will no longer accept the current CE application. Please choose only one session. This session is worth 1 EMS Credit - IC Professional Development credit - Education Administration'. A 'Show More' link is provided. A callout box labeled 'Registration button' points to the first session's '+ Register' button. Below the course details, a list of four sessions is shown, each with a '+ Register' button, the date, 'Internet' as the location, and the time in EST.

Date	Location	Time (EST)
Jan 26, 2021	Internet	6:00 pm
Jan 27, 2021	Internet	1:00 pm
Jan 29, 2021	Internet	11:00 am
Jan 29, 2021	Internet	3:00 pm

3. Choose your credit type.



- Once you have registered, the session link and the opportunity to download a calendar appointment will appear.

