Effort Reporting Training for Faculty and Certifiers

1. Go to www.uictraining.org

2. If you are an existing user of the Learning Management System, skip to step 3.

If you are a first-time user of the Learning Management System, click on 'Register with us' in the menu bar on the left. Once you submit your registration information, you will receive an automatic email confirming your account. Go back to www.uictraining.org to login.

3. Enter your existing or newly created username and password in the login area on the upper left side of screen and click on ‘Login’.

4. Select 'Course Catalog' from the menu bar on the left.

5. Select 'General Research' from Browse Catalog by Category.

6. Under 'General Research,' click on 'GC404 Effort Reporting Training for Faculty' (course is also suitable for non-faculty certifiers).

7. Click on Enroll.