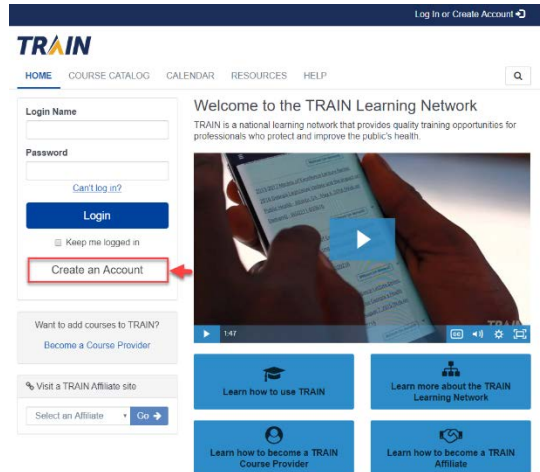


Colorado TRAIN Account

Do not create a new account if you think you may have a previous account. You may check first by entering your email address(s) here: [Forgot Login Name or Password TRAIN Support](#) or 303-692-2763 if you don't have access to your previous email.

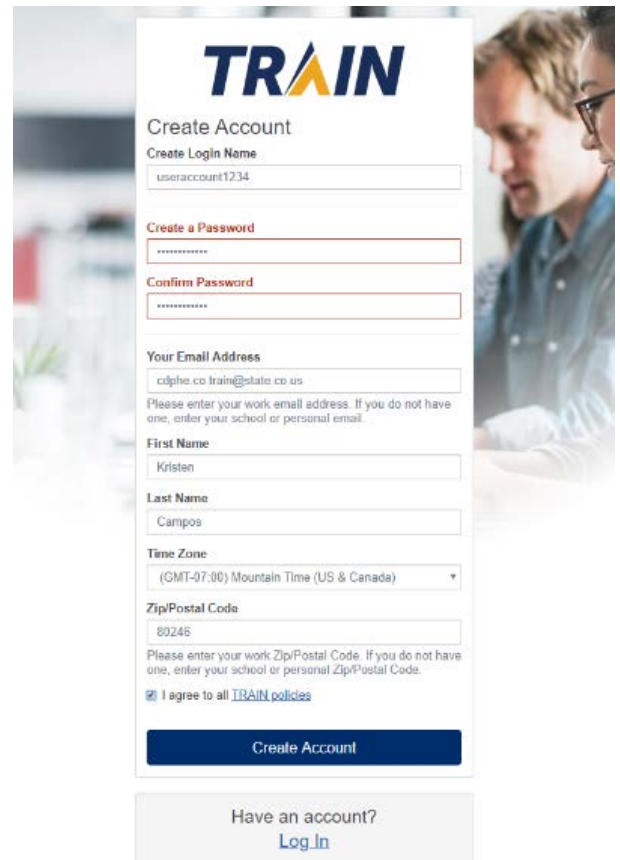
Go to: <https://www.train.org/colorado/>

Select Create an Account



The screenshot shows the TRAIN Learning Network homepage. On the left, there is a login section with fields for 'Login Name' and 'Password', a 'Login' button, and a 'Create an Account' button. The 'Create an Account' button is highlighted with a red box and a red arrow. To the right, there is a 'Welcome to the TRAIN Learning Network' message and a video player. Below the video, there are four buttons: 'Learn how to use TRAIN', 'Learn more about the TRAIN Learning Network', 'Learn how to become a TRAIN Course Provider', and 'Learn how to become a TRAIN Affiliate'.

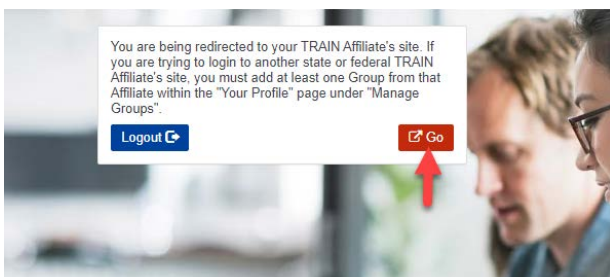
Create a Login Name, Password and add your Email address, Name, Time Zone and Zip. Agree to all TRAIN Policies and select Create Account.



The screenshot shows the TRAIN Create Account form. The form includes the following fields and options:

- Create Login Name:** A text input field with the value 'useraccount1234'.
- Create a Password:** A text input field with a red border.
- Confirm Password:** A text input field with a red border.
- Your Email Address:** A text input field with the value 'cdp@co.train@state.co.us'.
- First Name:** A text input field with the value 'Kristen'.
- Last Name:** A text input field with the value 'Campos'.
- Time Zone:** A dropdown menu with the value '(GMT-07:00) Mountain Time (US & Canada)'.
- Zip/Postal Code:** A text input field with the value '80245'.
- I agree to all TRAIN policies:** A checked checkbox.
- Create Account:** A blue button.
- Have an account? Log In:** A link.

If it tells you that you are being redirected, select GO

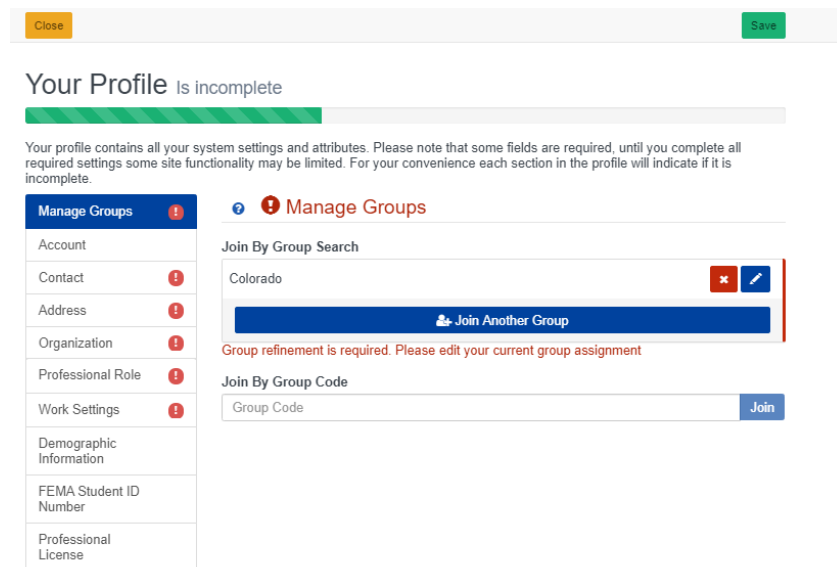


Your account is NOT completed until your Profile is filled out.
You will not be able to take any training until it is complete

1. Go to the top right corner and select your name and then Your Profile

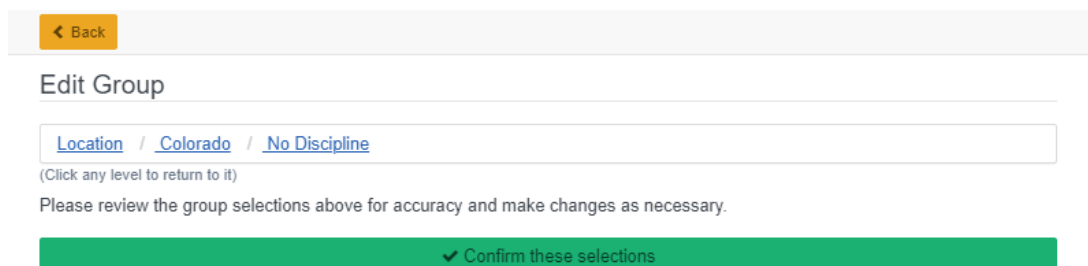


2. Anything with a **RED** exclamation mark after needs to be filled out



3. Manage Groups: Select the Blue EDIT Button 

- a. You can select No Discipline or Select a Discipline to narrow down job field
- b. You will have to select **Confirm these Selections** twice



4. **Organization:** You may enter N/A in any field that is not relevant to you.
5. **Professional Role / Work Settings:** Select settings that fit you best, you can always select OTHER
6. Make sure to **SAVE** your settings in the top right corner.