Register for an ICAOS Training Account

10 Steps

Note: Learners will not be able to access the training site with their ICOTS or ICAOS login credentials.

STEP 1

Click on Create new account in the bottom right corner
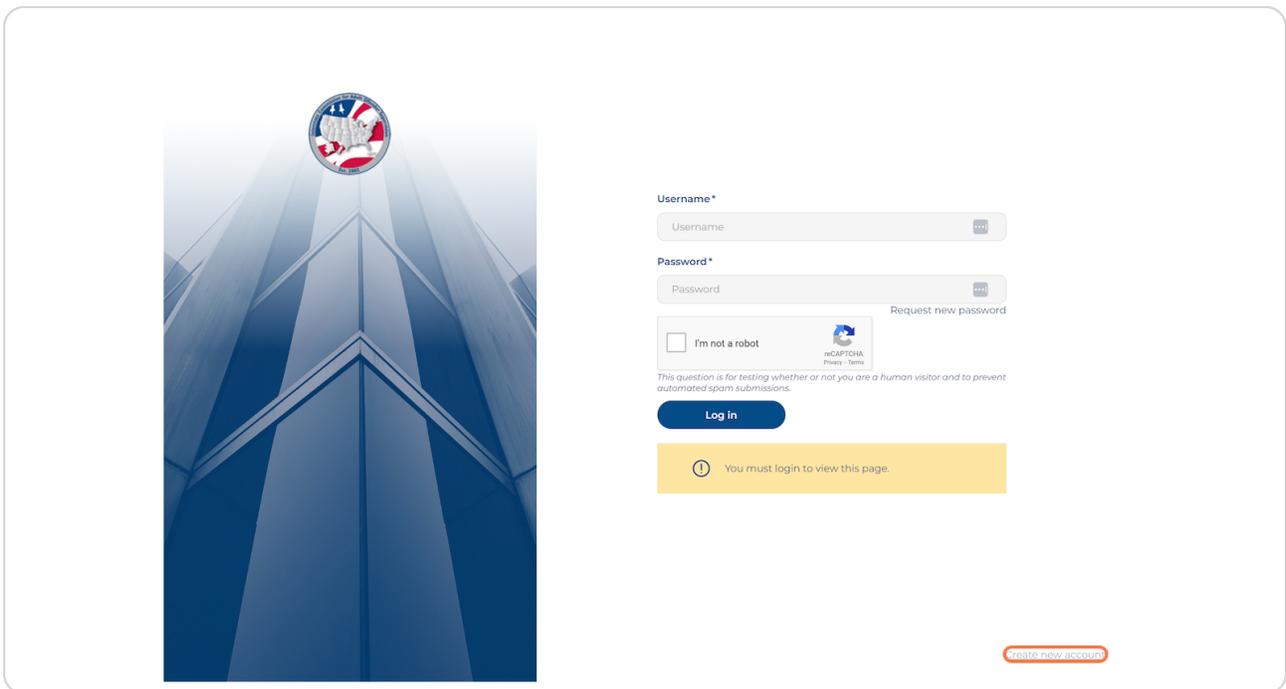
Type your first name

First name *

Test

Last name *

Last name

Email address *

test@email.com

The email address is not made public. It will only be used if you need to be
contacted about your account or for opted-in notifications.

Username *

test

Several special characters are allowed, including space, period (.), hyphen (-),
apostrophe ('), underscore (_), and the @ sign.

Password *

Password

Type your last name

First name *

Test

Last name *

Test

Email address *

test@email.com

The email address is not made public. It will only be used if you need to be
contacted about your account or for opted-in notifications.

Username *

test

Several special characters are allowed, including space, period (.), hyphen (-),
apostrophe ('), underscore (_), and the @ sign.

Password *

Password

Type a valid email address for your training account

Note: Security measures may require administrator approval if using a personal email account such as @gmail, @hotmail, @yahoo, etc. Email dgreeott@interstatecompact.org for approval.

First name*

Test

Last name*

Test

Email address*

test@email.com

The email address is not made public. It will only be used if you need to be contacted about your account or for opted-in notifications.

Username*

test

Several special characters are allowed, including space, period (.), hyphen (-), apostrophe ('), underscore (_), and the @ sign.

Password*

Password

Provide a unique username

Test

Email address*

test@email.com

The email address is not made public. It will only be used if you need to be contacted about your account or for opted-in notifications.

Username*

test

Several special characters are allowed, including space, period (.), hyphen (-), apostrophe ('), underscore (_), and the @ sign.

Password*

Password

Password strength:

Confirm password*

Create your password

Confirm your password

Note: If you receive an error, ensure your browser is not using autofill and clear your browser data as needed.

Select your state from the dropdown
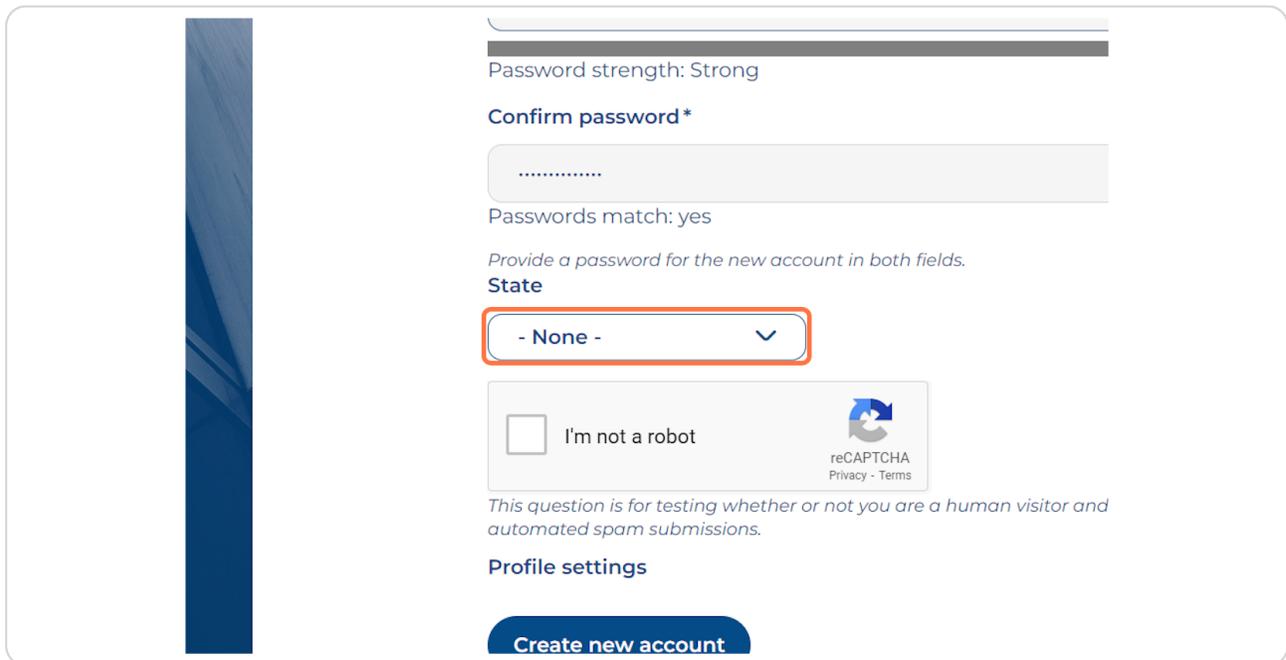
Select on the CAPTCHA tool 'I'm not a robot'
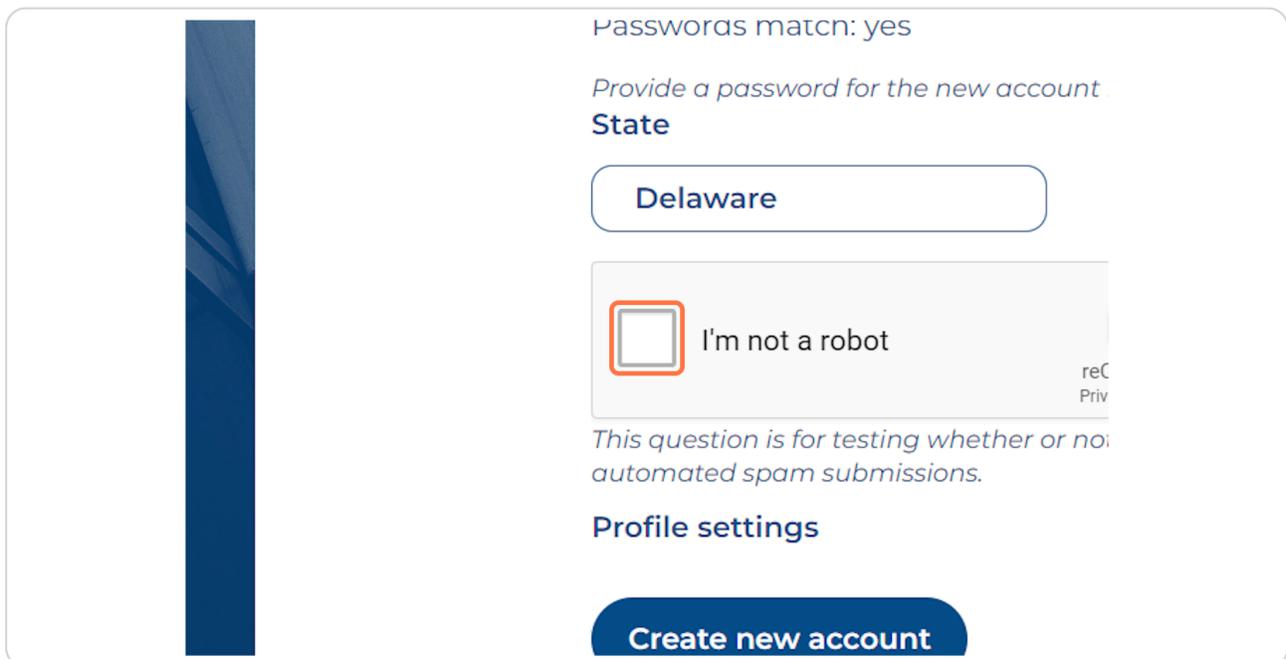
Click on "Create new account"

After creating an account you will be automatically logged in and sent a registration email NOTE: If you do not receive an email, confirm 'training@interstatecompact.org' is on your safe sender list.

Explore the Home Page   1 Step

On the Home Page you can view your accounts training stats and unread notifications.
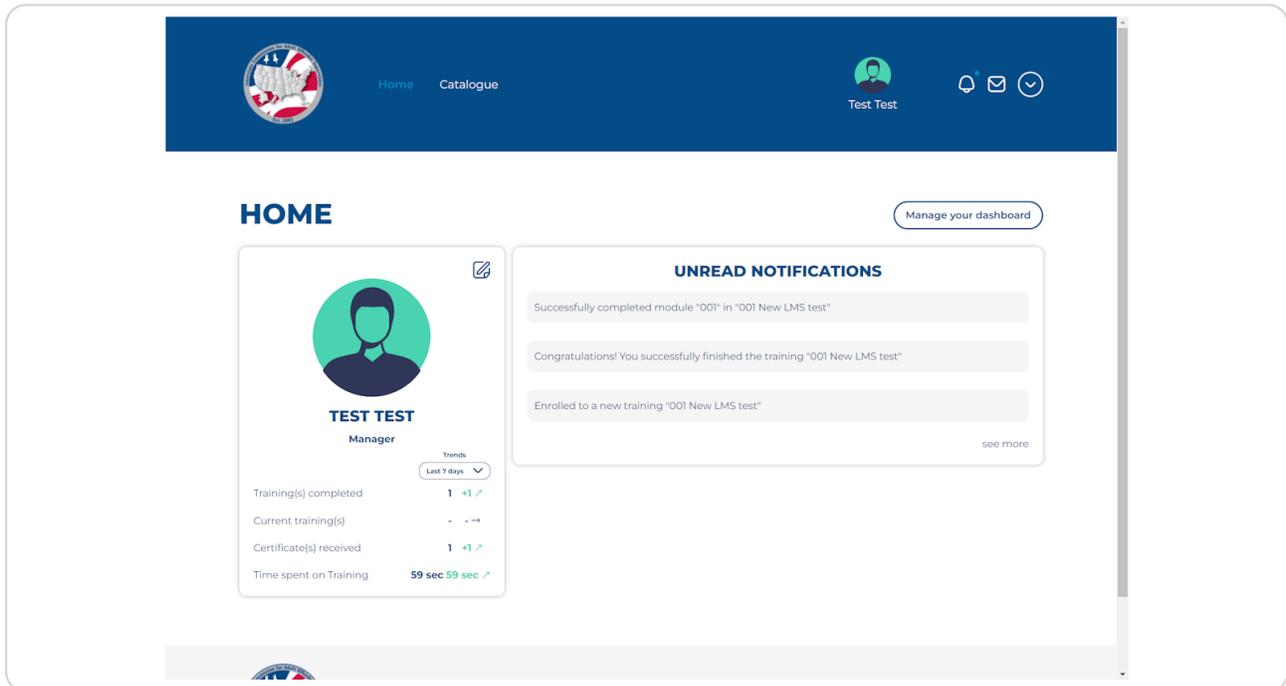
Explore the Catalogue/Training Page   13 Steps

STEP 12

To view the available trainings click on "Catalogue" in the menu bar

Home   Catalogue

Registration successful. You are now logged in.
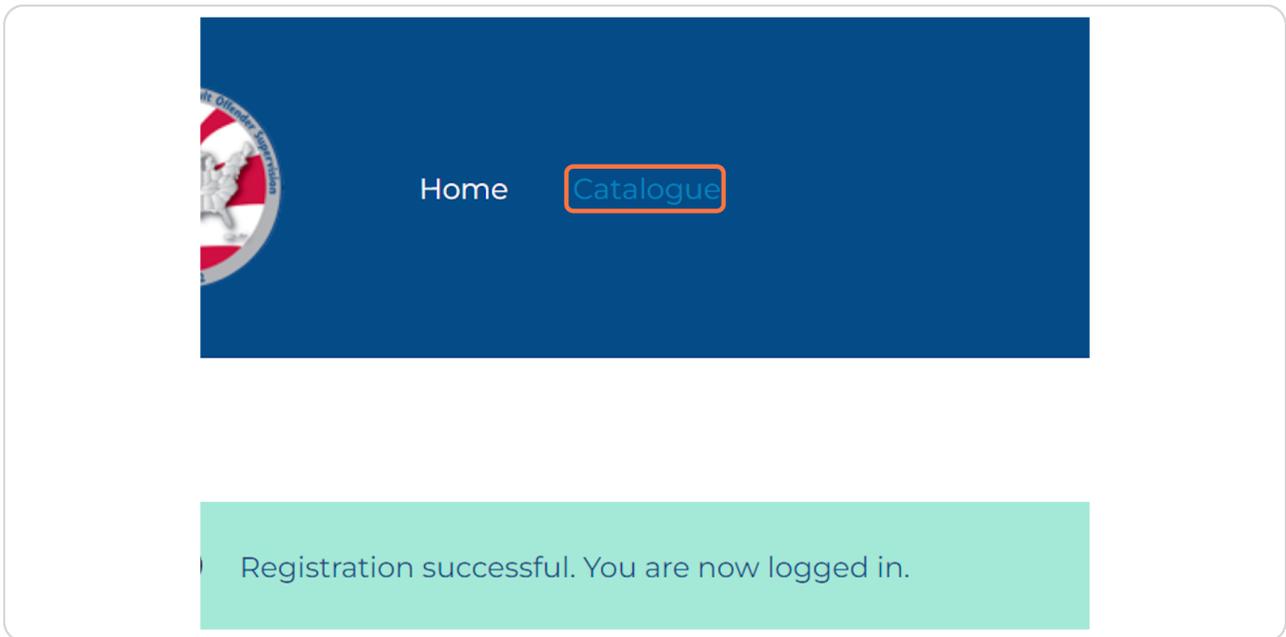
STEP 13

Select the "001 New LMS Test" training module.
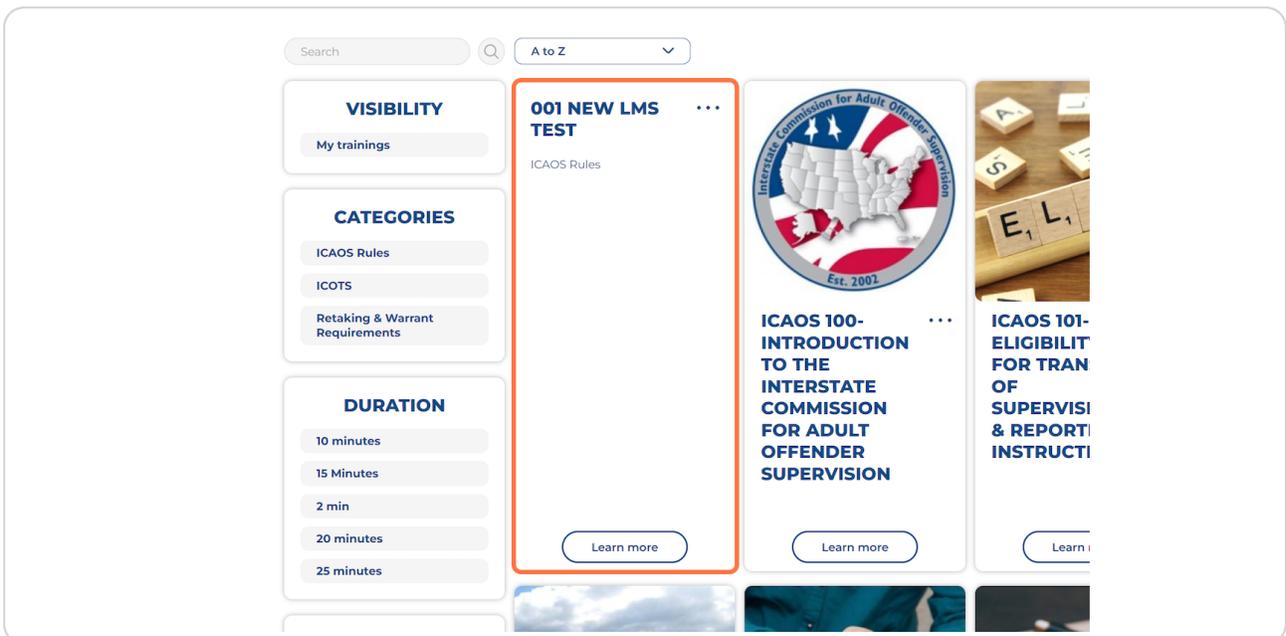
STEP 14

Click on "Enroll"
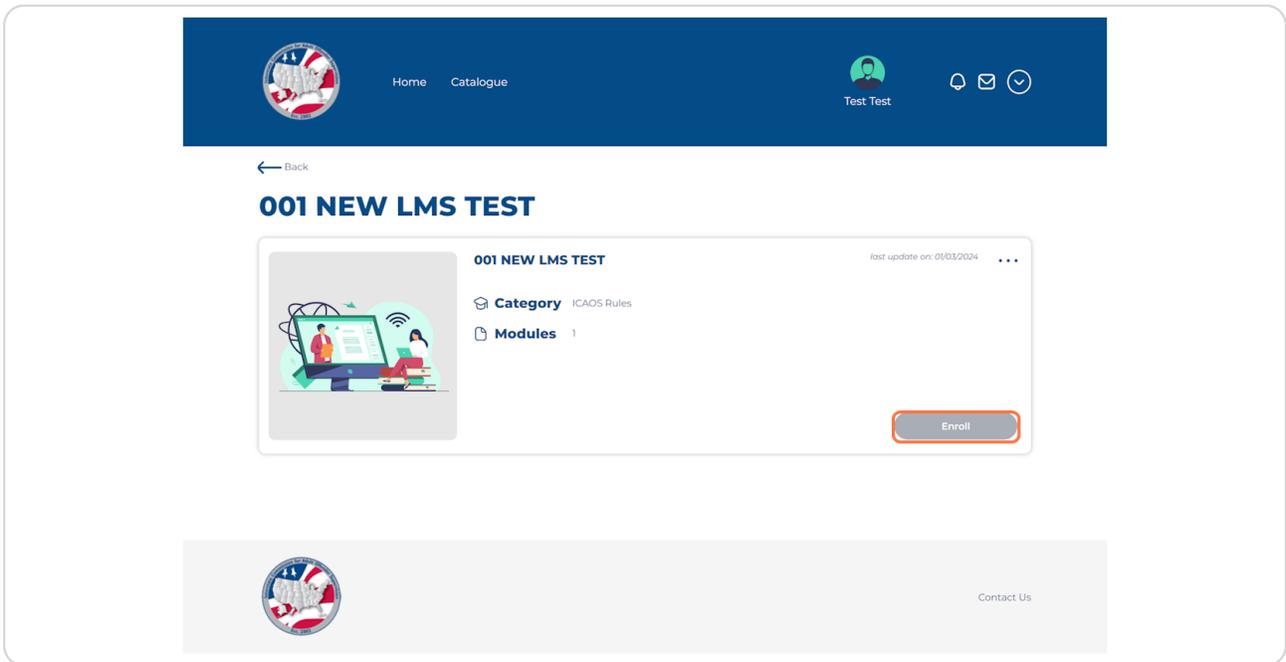
STEP 15

Click on "Join Training"
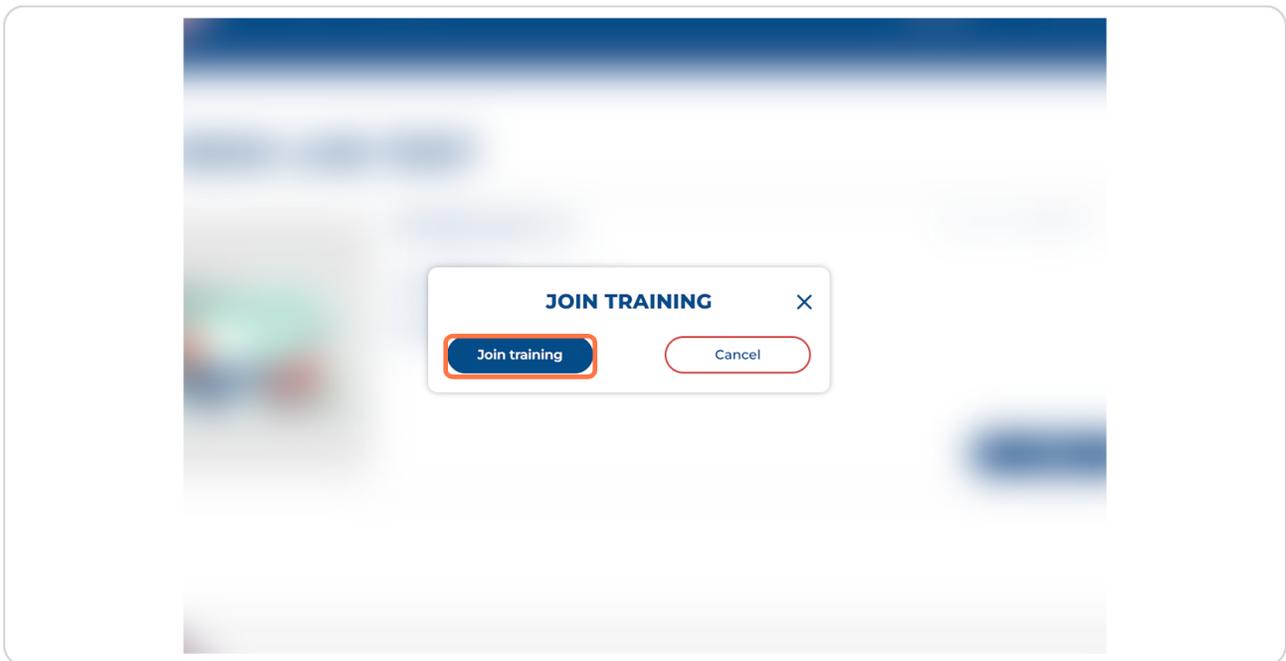
STEP 16

Click on Start
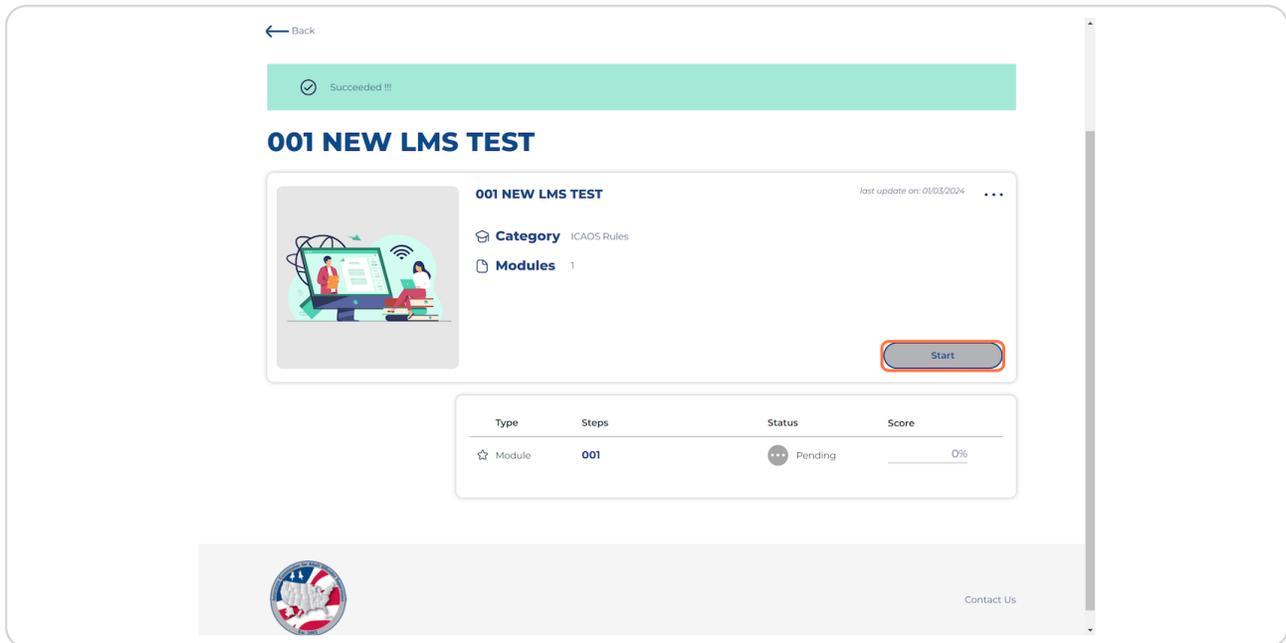
STEP 17

Go through the Test Training Module and then click the "Next" button on the bottom right of the screen.
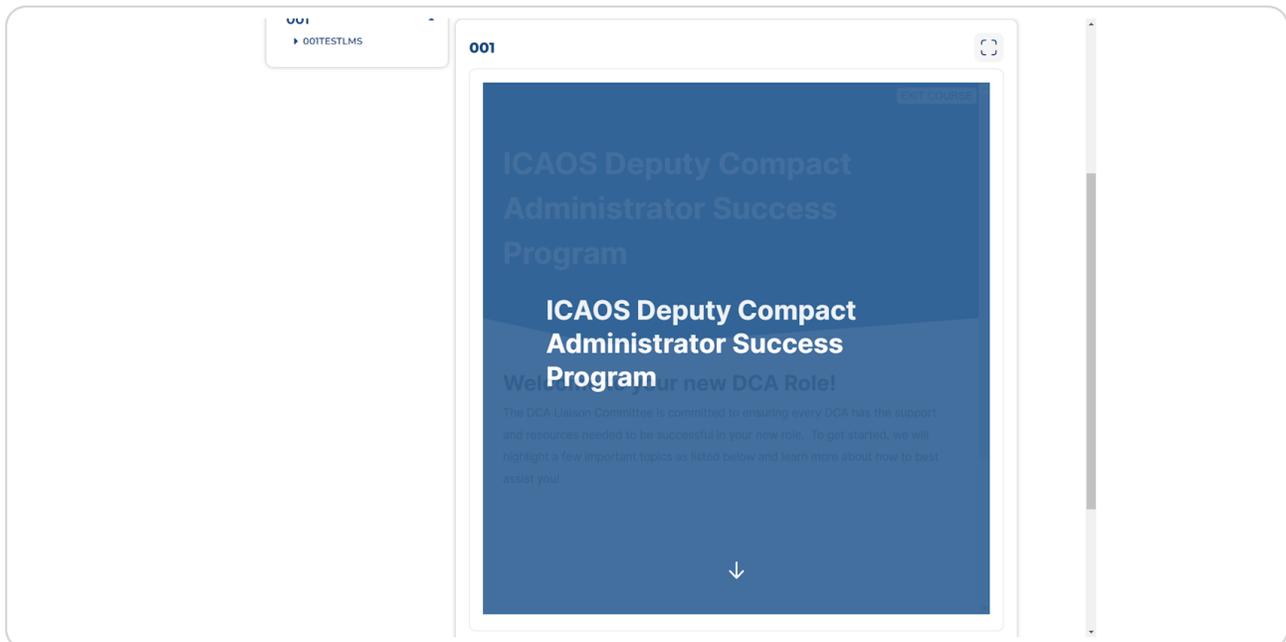
STEP 18

Untitled step

STEP 19

Click on Back
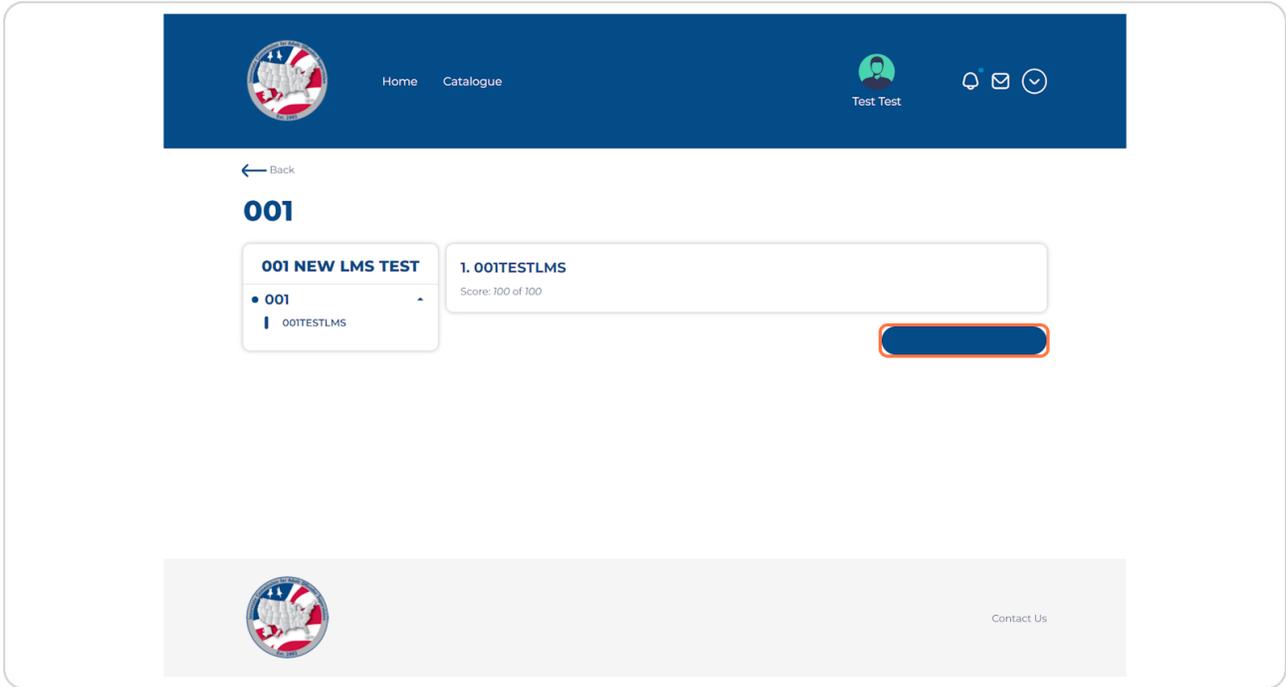
STEP 20

Click on "See Result" to view your results for the passed module
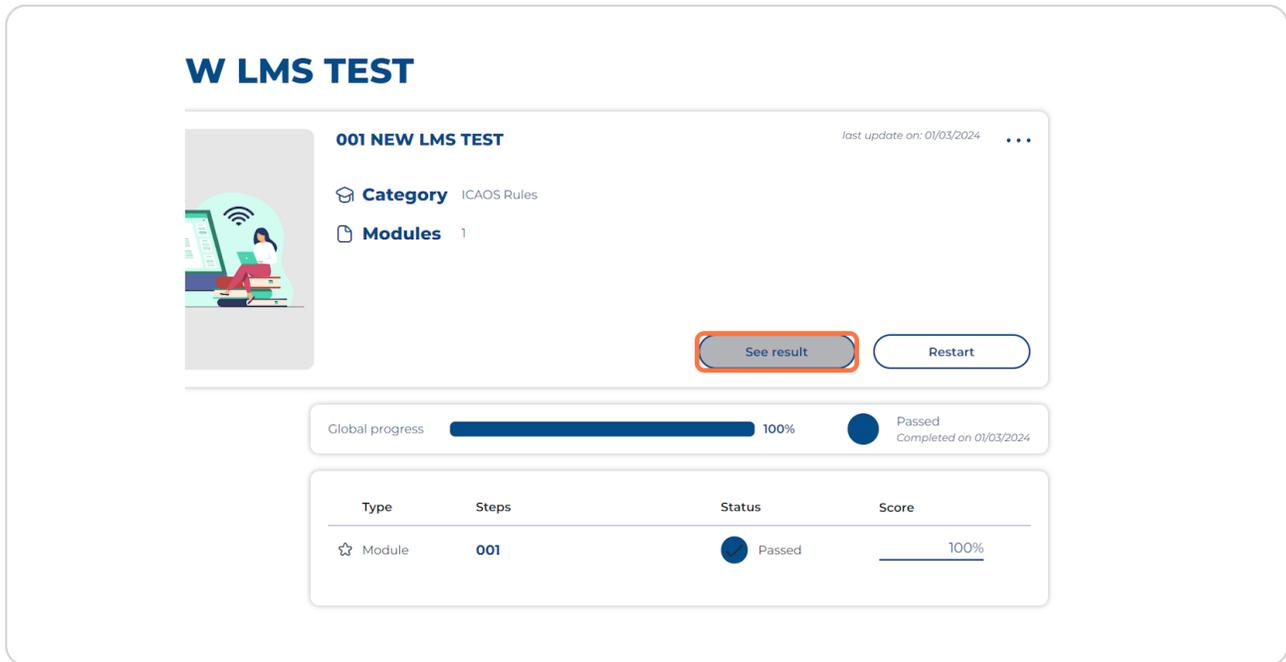
W LMS TEST

001 NEW LMS TEST   *last update on: 01/03/2024*   • • •

🎓 **Category**   ICAOS Rules

📄 **Modules**   1

See result   Restart

Global progress   ████████████████ 100%   ● Passed
Completed on 01/03/2024

Type	Steps	Status	Score
⭐ Module	**001**	✓ Passed	100%

STEP 21

View your Training Progress on the Testing Module

← Back
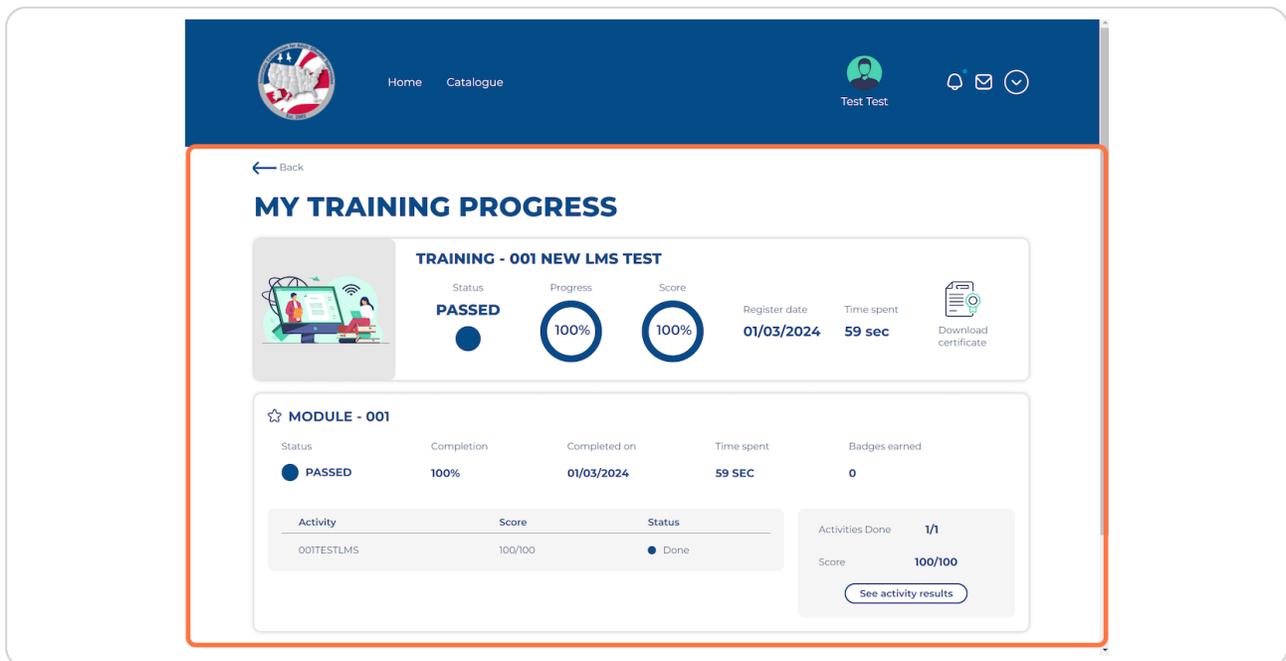
MY TRAINING PROGRESS

TRAINING - 001 NEW LMS TEST

Status   Progress   Score   Register date   Time spent   Download certificate
PASSED   100%   100%   **01/03/2024**   **59 sec**

⭐ **MODULE - 001**

Status   Completion   Completed on   Time spent   Badges earned
● PASSED   100%   01/03/2024   59 SEC   0

Activity	Score	Status
001TESTLMS	100/100	● Done

Activities Done   1/1
Score   100/100
See activity results

Click on Download Certificate

This will download and pop-up the certificate in a new tab.

Click on Catalogue to go back to the Training Module list
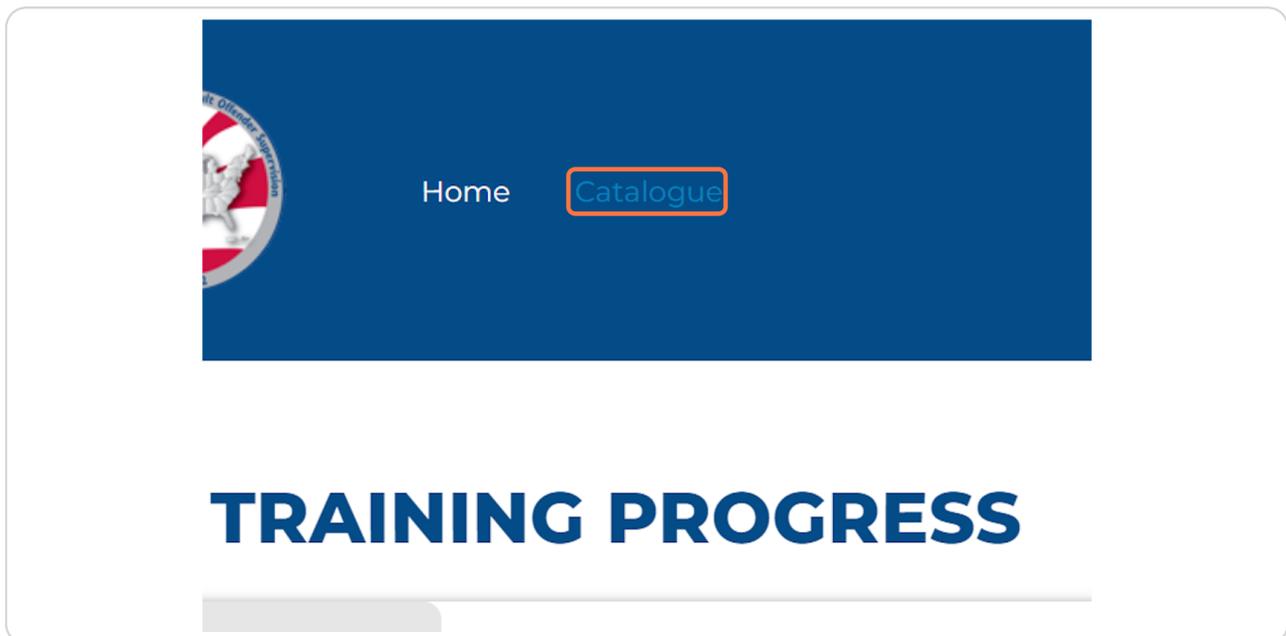
STEP 24

Click on Back...
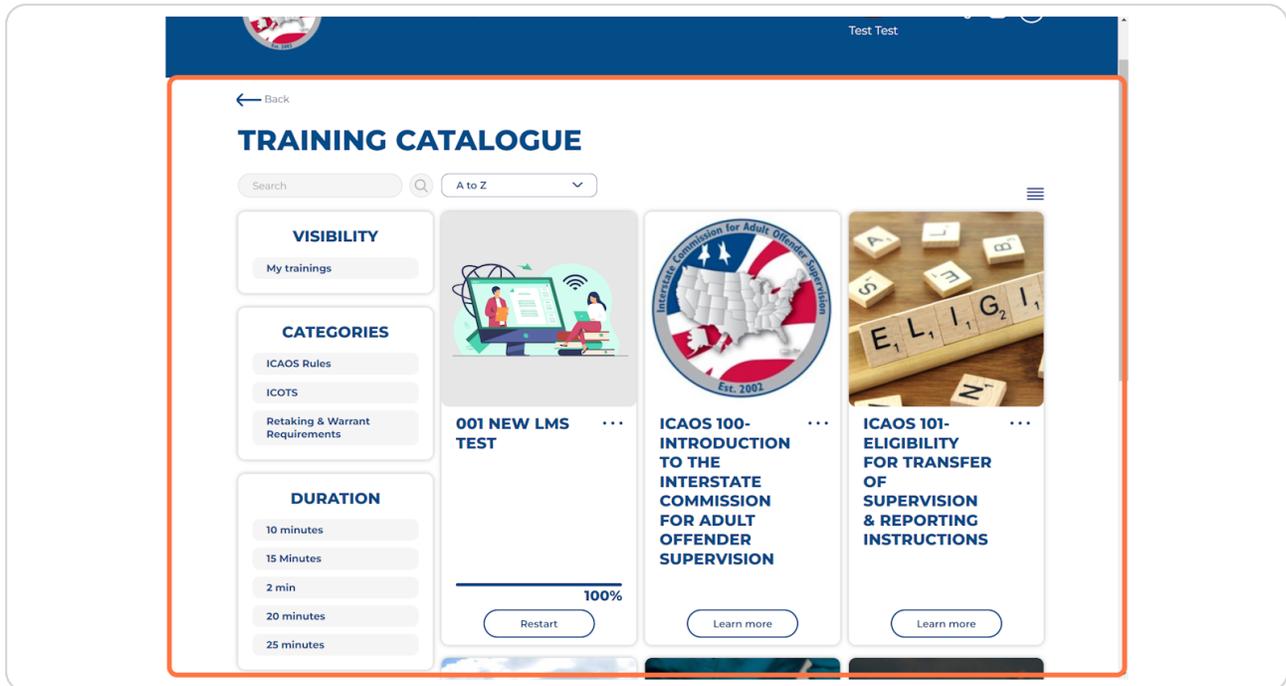
Access your User Profile/Achievements

12 Steps

STEP 25

Click on your Username to view your User Profile
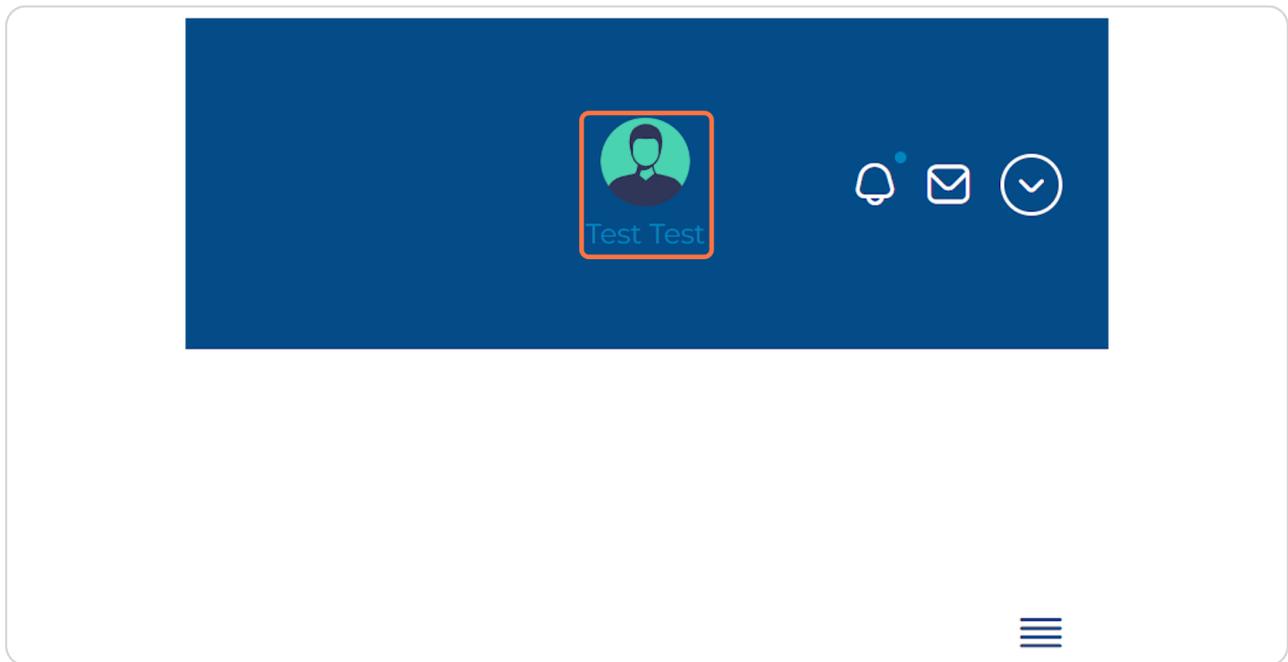
STEP 26

The User Profile with display all the achievements you have earned
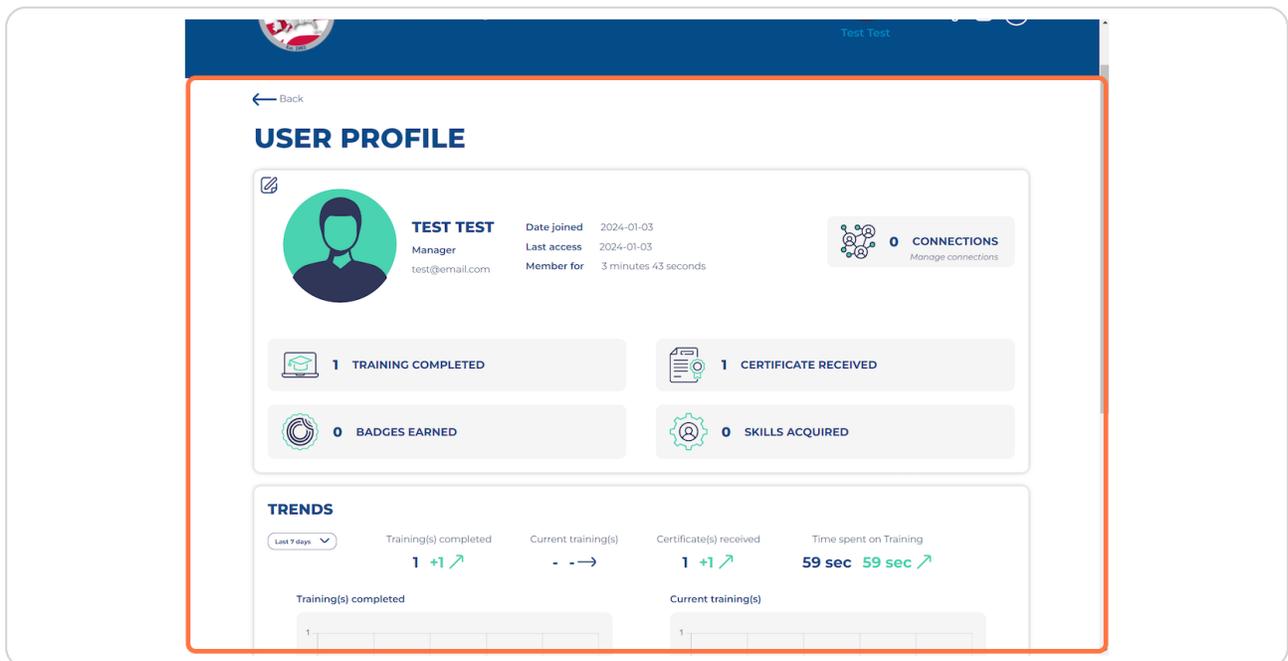
STEP 27

Next, click on "Certificate Received"

STEP 28

Click on Back...

STEP 29

Click on download
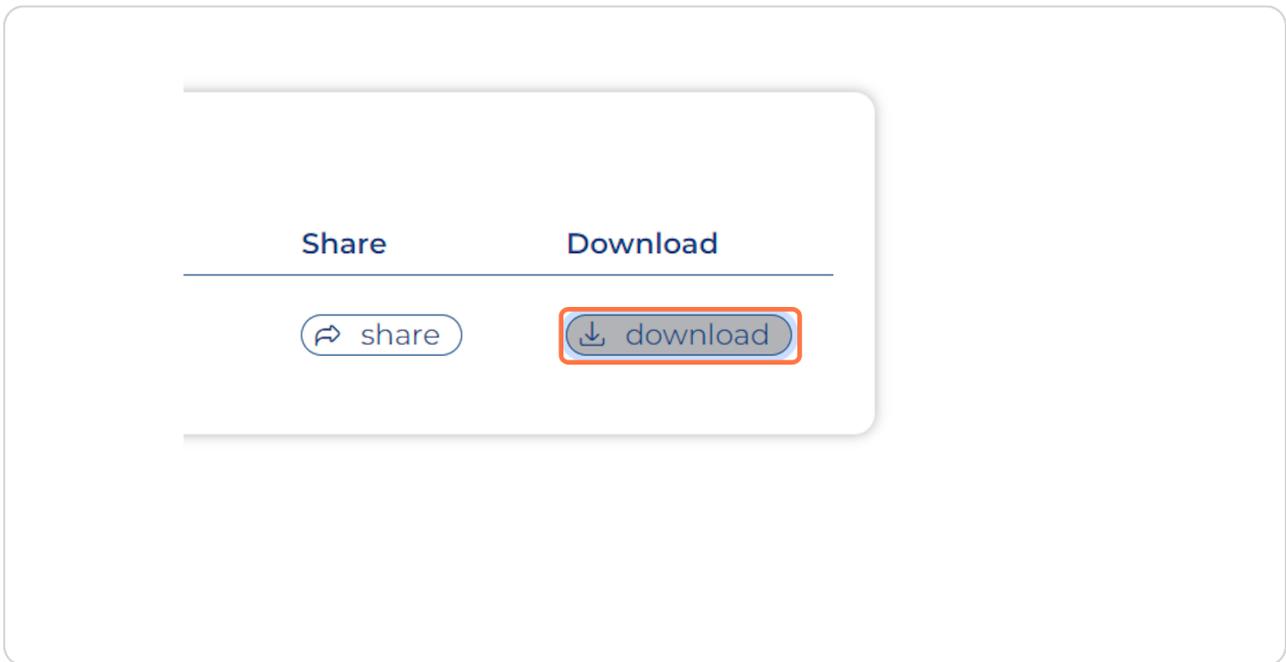
STEP 30

Click on Back
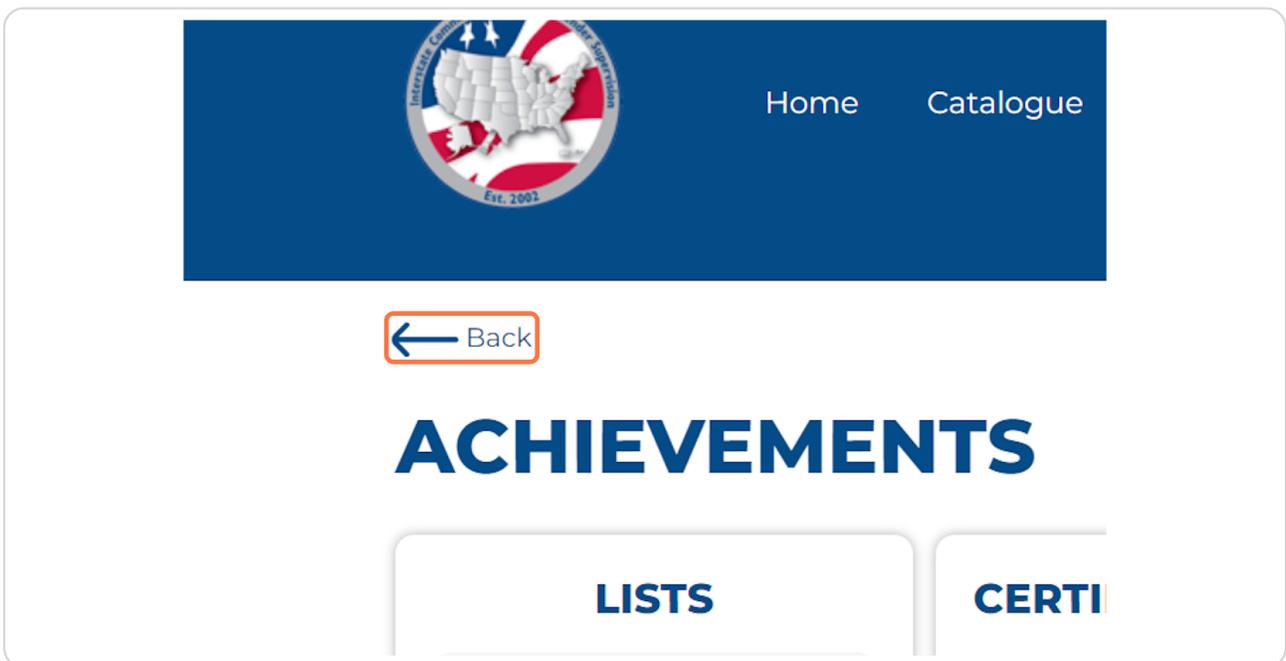
STEP 31

Next, click on "Training Completed"

STEP 32

Click on Details

STEP 33

Click on Back...
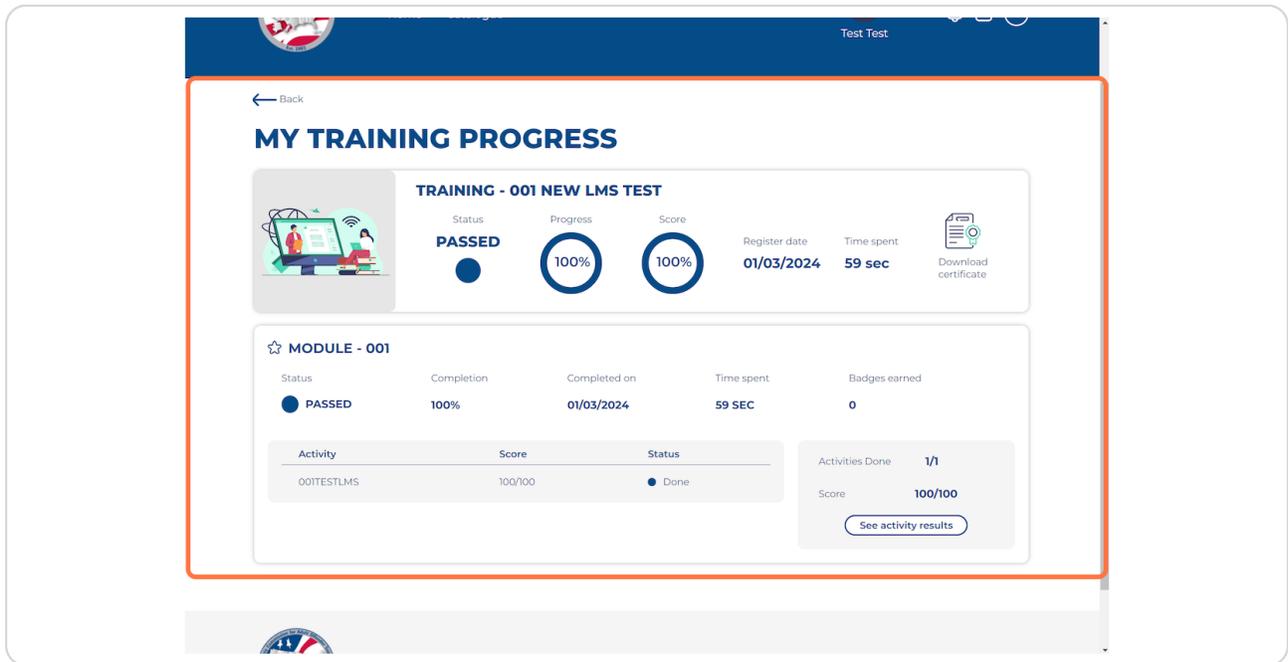
STEP 34

Click on Back until you get to you User Profile

View your User

Then towards the bottom of your User Profile you can click on "Details" to get the further information a specify training module

STEP 37

Lastly, click the down arrow in the top right hand corner
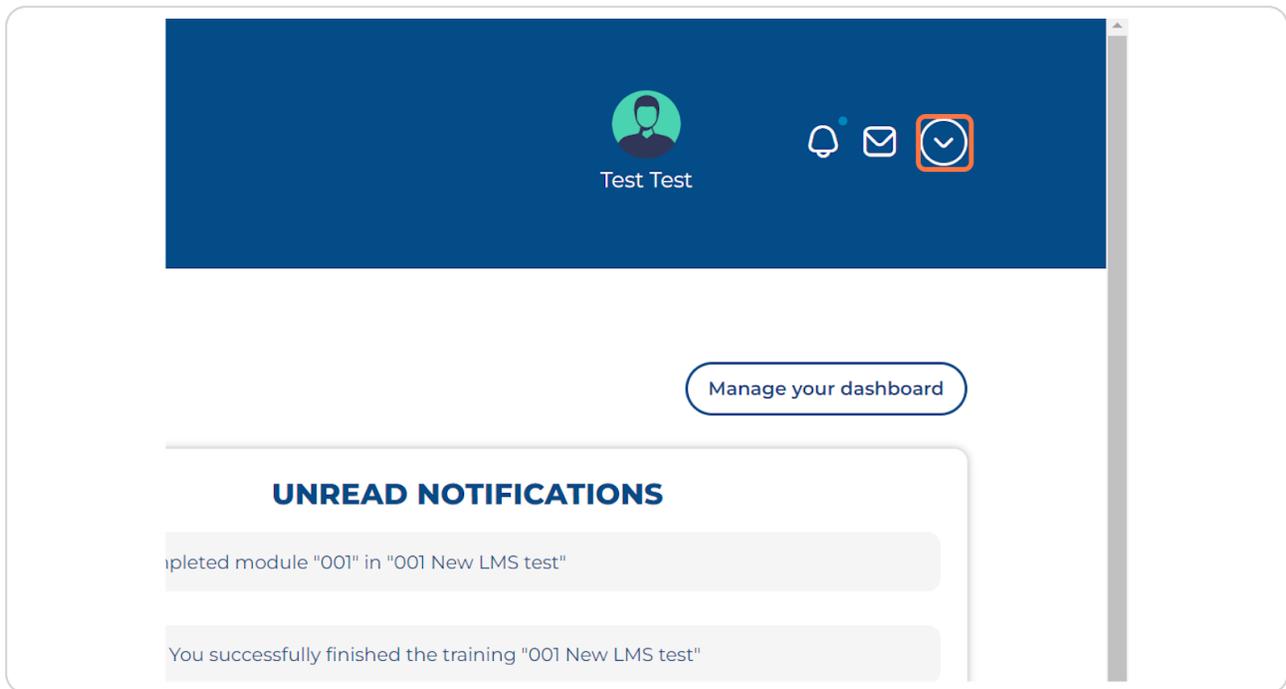
Click on Logout
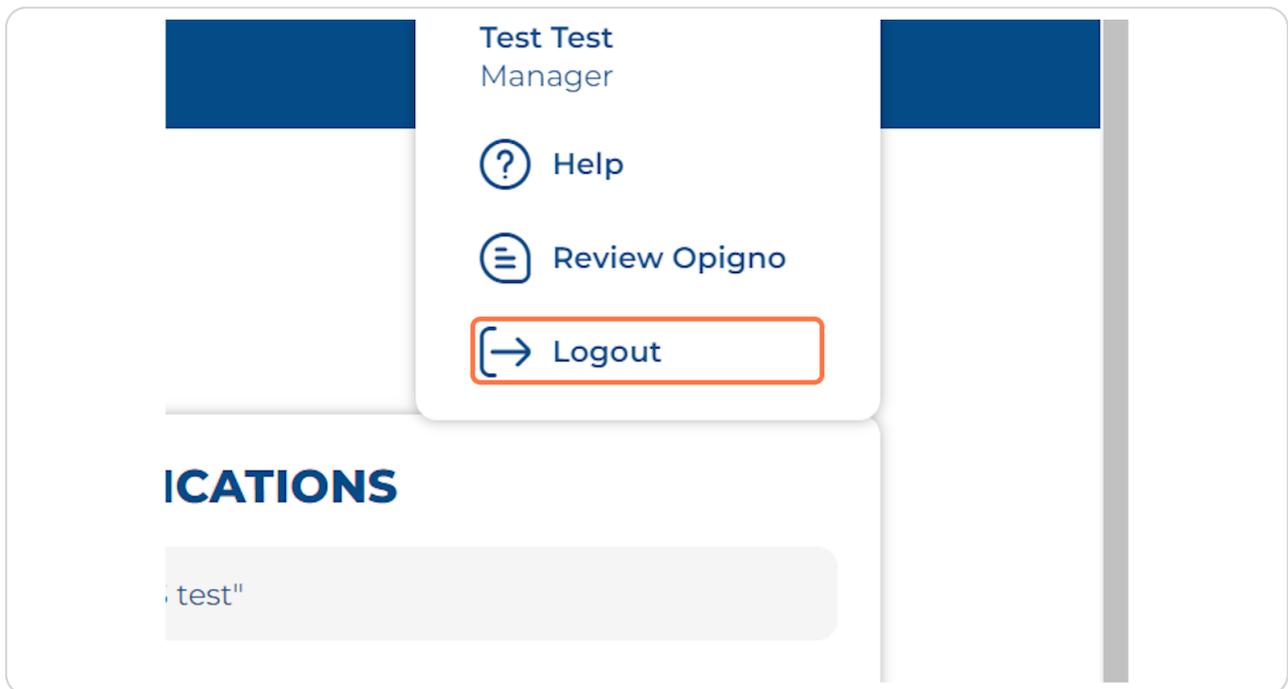
Test the Reset Password Functionality

6 Steps

Now, click on Request new password
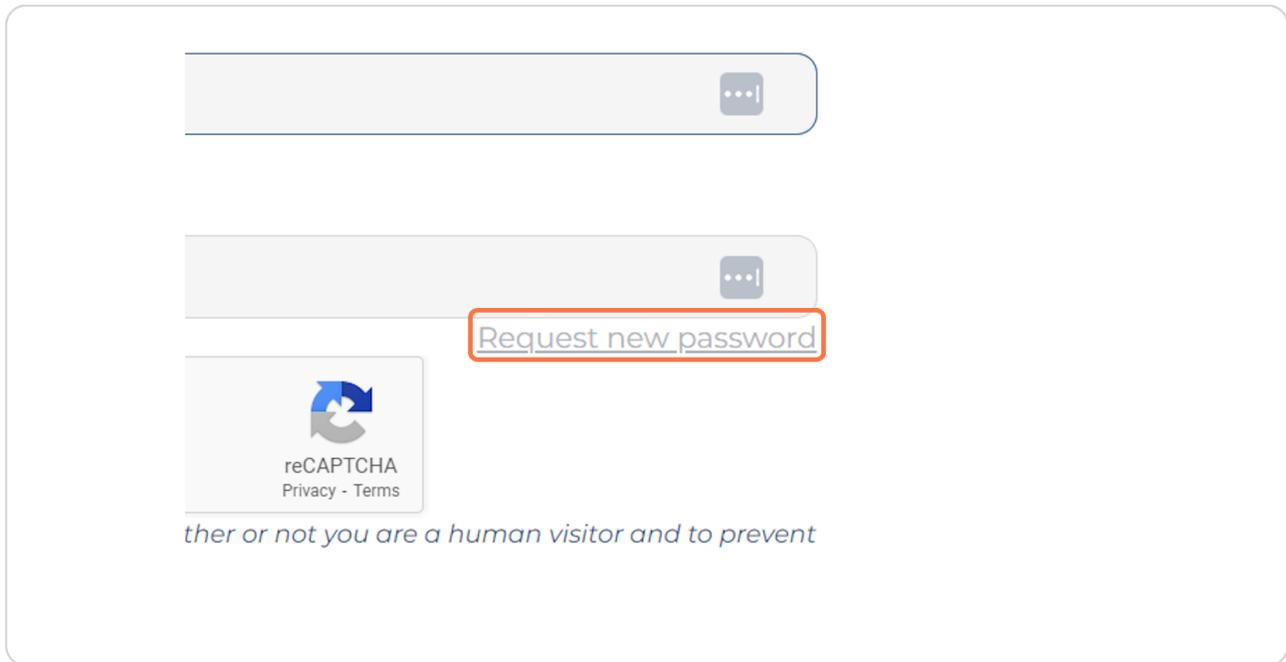
Enter your username or email address

Select the CAPTCHA tool 'I'm not a robot'

Click on "Submit"
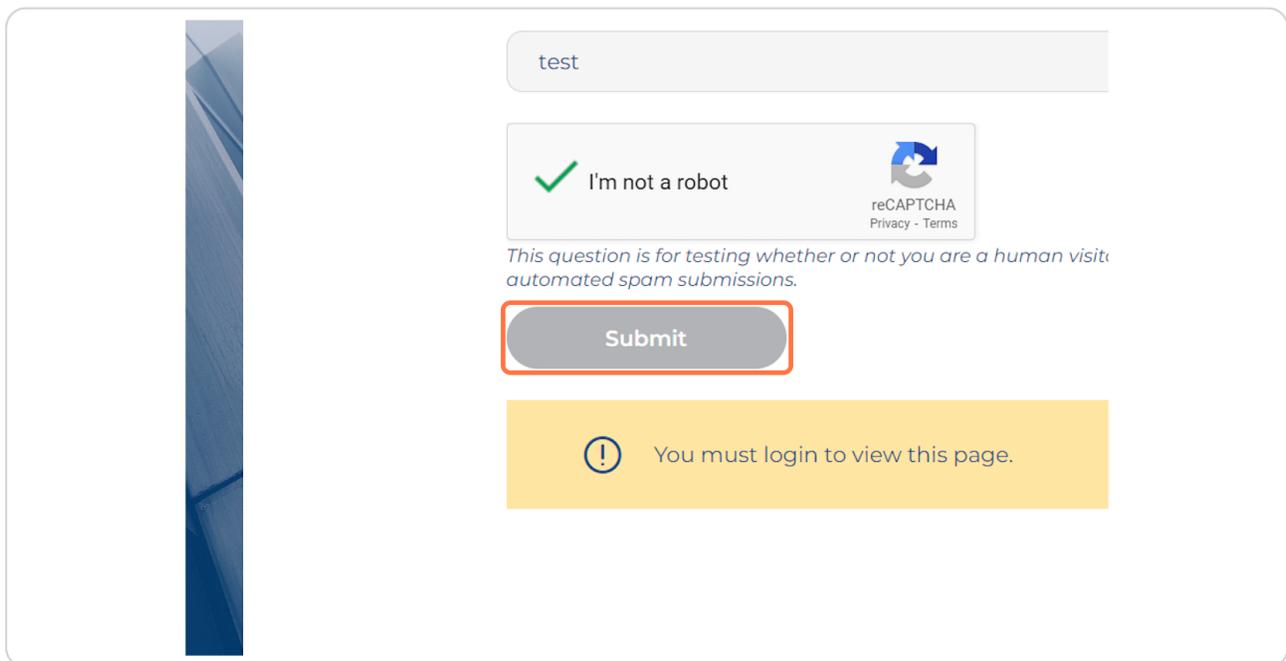
You will receive a password rest email from training.interstatecompact.org

Provide testing feedback by January 19th to ICAOS Support icots@interstatecompact.org using the subject line 'LMS Testing'

Tango

Never miss a step again. Visit Tango.us