Setting Up Your TRAIN Account

Your ability work within TRAIN depends on you having a TRAIN account. Here we'll take a look at how you must set up your account.

Step 1. > Access the TRAIN Learning Network

It's obvious, of course, but before you can get started with TRAIN, you first have to access it! Use your preferred internet browser and enter https://www.train.org into the URL address bar. Press 'Enter' on your keyboard and you will be directed to the TRAIN Learning Network.

Login Name				
Password				
	Can't log in?			
	Login			
	Keep me logged in			
	Create an Account			

Step 2. > Log In

If you already have a TRAIN account, enter your login name and then your password and click "Login".

If you do not have a TRAIN account, click the 'Create an Account' link to create one.

Forgotten Account?

If you've forgotten your login credentials, click the 'Can't log in?' link and you will be directed to TRAIN's account recovery page. On this page, you will enter your email address and

Forgot Your L	ogin Name	Password	?	
Please enter the email addr page where you can easily of	ess associated with your a reate a new password	ccount and click Subm	it. We'll email you you	r login name and a link to
If you do not remember the password.	email address associated	with your account, plea	se contact lechnical a	issistance to reset your
Please onter email				

click the 'Submit button.' Your login name, along with a link to a page for you to create a new password, will be emailed to you.

Croo	
Crea	te Account
Create	Login Name
Login na only and	ame must be unique with letters and numbers d a minimum of four characters.
Create	a Password
Passwo least on	rds must be at least 6 characters in length with a e capital letter and one number.
Confirm	Password
Your En	nail Address
Please one, ent	anter your work email address. If you do not hav ter your school or personal email.
First Na	me
Last Na	me
Time Zo	ne
(GMT	-08:00) Pacific Time (US & Canada)
Zip/Post	tal Code
Please (enter your work Zip/Postal Code. If you do not e, enter your school or personal Zip/Postal Cod
	ee to all <u>TRAIN policies</u>
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Step 3. > Account Creation

 Create your login name. Your login name must be unique (with letters and numbers only), and you must enter a minimum of four characters.

2. Your password must contain at least six characters with at least one capital letter and one number.

3. Now enter your work email address. If you don't have one, enter your school or personal email address.

- 4. Next, enter your first and last name.
- 5. Now select your time zone.

6. Enter your work zip/postal code. If you don't have one, enter your school or personal zip/postal code instead.

7. The final process is to agree to all TRAIN policies. It is recommended that you read through the policies. Be mindful that you cannot use TRAIN until you agree to the policies.

After agreeing, click the 'Create Account' button to log into the TRAIN Learning Network!

Affiliate Site

Upon logging into TRAIN, you may be presented with a message that you are being redirected to another portal. This prompt appears because your account is associated with a different TRAIN Affiliate group. If you are associated with more than one TRAIN Affiliate group, you can choose which site to enter by selecting the drop-down menu. Once you have selected a TRAIN Affiliate group, click the 'Go' button to be directed to your desired TRAIN Affiliate site.