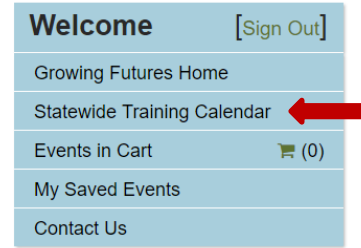




Search and register for training

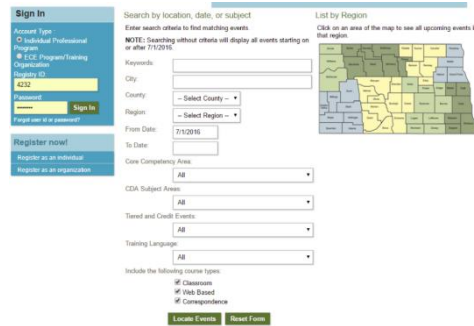
1. Click on **Statewide Training Calendar** on the left-hand side of your screen.



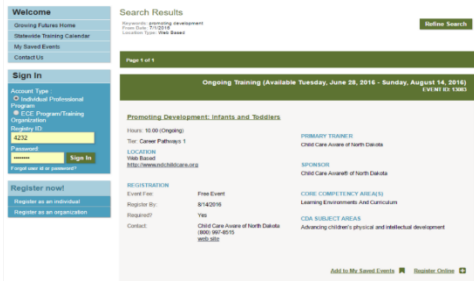
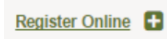
2. Click on **Training Calendar** and decide how you want to search for training.



3. You can search for training by type, location, date or subject or by clicking on an area on the regional map. Click **Locate Events** once you have entered your search terms. If you do not wish to enter any search terms, you can simply click the **Locate Events** button at the bottom of the screen to see all training events offered online and across the entire state.

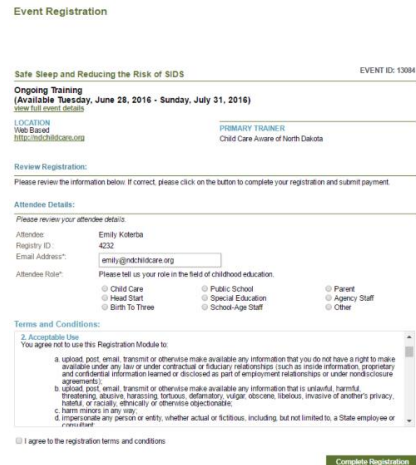


4. Once you find the training event you want to register for, click **Register Online**



5. If you have not already, you will be prompted to log in to your Growing Futures Registry account.

6. Review the **Event Registration** details. Check I agree to the registration terms and conditions. Click **Complete Registration**





Search and register for training

- If there is a registration fee for your event, you will be prompted to add the training event to your shopping cart.

Select Registration Options:

Registration Fee	
<input checked="" type="checkbox"/> Fee 1 (Enr: 7/7/2016)	\$25.00

Books	
<input type="checkbox"/> Chinese for Beginners	\$10.00

Total: \$25.00

Terms and Conditions:

1. Acceptance of Terms
The Registry, Inc. under contract with the North Dakota Department of Human Services to provide software as a service provides this Registration Module to you subject to the following Terms of Service (TOS). In order to use this online service, you must agree to the TOS. We may amend these terms at any time by posting the amended terms on this site. Amendments are effective 7 days after posting. These terms apply to both event organizers who use our services and event attendees who register using our services.

2. Acceptable Use
You agree not to use this Registration Module to:
a. upload, post, email, transmit or otherwise make available any information that you do not have a right to

I agree to the registration terms and conditions

[Add Event to Cart](#)

- Once you add the training event to your shopping cart, click [Events in Cart](#) (1) on the left-hand side of your screen.

Welcome [Sign Out]

- Growing Futures Home
- Statewide Training Calendar
- Events in Cart (0)
- My Saved Events
- Contact Us

- You can either choose to check out or search and register for another training event.

Event Cart (1)

SCORM 1.3	Seats Remaining: 3	Cart Summary
<p>Wednesday, July 6, 2016 to Thursday, July 7, 2016</p> <p>Attendee: Katie Koep</p> <p>Registration Fee Fee 1 (Enr: 7/7/2016) \$25.00</p>	<p>EVENT ID: 12583</p>	<p>Bill To: #17423 Katie Koep</p> <p>Total \$25.00</p> <p>Check Out</p> <p>Search Events</p>

- When you are ready to check out, you will be prompted to enter your credit card information. Click [Submit Payment](#)

Checkout

Bill To: #17423 Katie Koep	Email Address
Total \$25.00	Card Number
	Expiration MM / YY
	CVC

Enter your credit card info and click the submit payment button to complete the checkout process.
Event registration will ONLY be completed upon a successful payment submission.

[Submit Payment](#)

- Once you complete the payment process, you will see your **Registration Confirmation**.

Registration Confirmation (0)

Event Registration Complete [Search Events](#)

Check your email shortly for a receipt of your order.

If you registered for events on the behalf of others, an event registration confirmation will be sent to the email address provided for each attendee.

Registration Summary	Total Online Payment: \$25.00
<p>SCORM 1.3</p> <p>Wednesday, July 6, 2016 to Thursday, July 7, 2016</p> <p>Attendee: Katie Koep</p> <p>Registration Fee Fee 1 (Enr: 7/7/2016) \$25.00</p>	<p>Billed To: Katie Koep (17423)</p>