

Login and enrollment guide

Step 1.- Go to http://ecotrainers.eu/

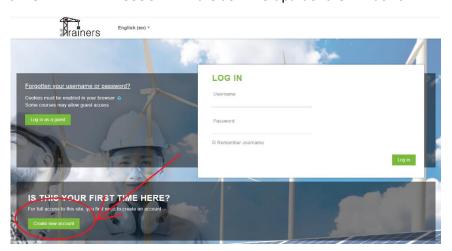
Step 2.- Go to Training-> Course



Step 3.- Click LOG IN in the upper-right part of the Windows



Step 4.- Click "CREATE NEW ACCOUNT" in the down-left part of the Windows















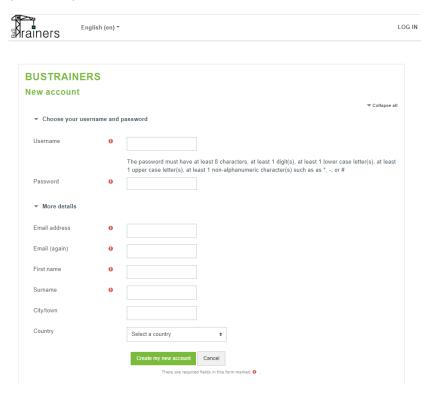








Step 5.- Complete the questionnaire

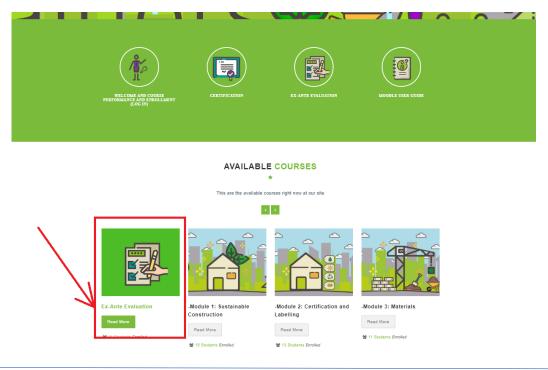


Step 6.- You will receive an email to the account that you previously indicate. In the email you Will find a link to verify your account. Once you click in, you will get into the system.

CONSIDER THAT THIS EMAIL CAN BE MOVED IN THE SPAM FOLDER OF YOUR EMAIL SYSTEM. IF you don't receive the email, check spam folder.

Step 7.- Going to the main page, just making click in the BusTrainers icon, you will be able to begin your training.

Step 8.- Go to ex - ante module by clicking "Read more"





















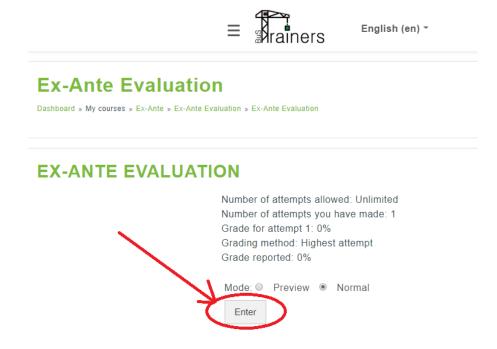




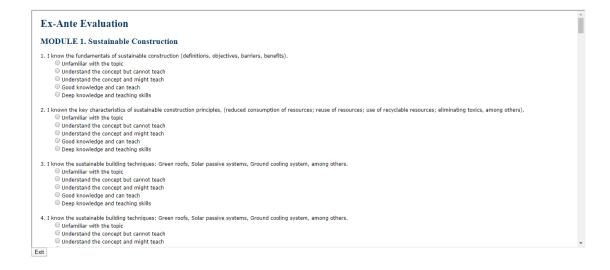
Step 9.- Select ex – ante



Step 10. Select the default parameters and click "Enter"



Step 11. Answer ALL the questions of the evaluation in order that the system recommend you the modules that you should do to get the final accreditation of the course

























Step 12.- When you arrive to the last question, just click "Submit Answers".

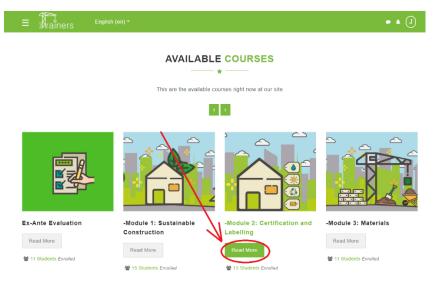


Step 13.- The system will get you the report of the ex - ante questionnaire. This report recommends you the modules that you should do. This doesn't mean that you cannot do all of them, it's just our recommendation depending on the answers of the ex – ante questionnaire. Consider that MODULE 8 is mandatory to get the final accreditation.

Also, after the report, you will find the password that you could use to enroll in each module that you want to do.



Step 14.- To enroll in the other modules, you just need to go to the main page and click the module that you want to do.























Step 15.- Once into the module, to get the enrollment you just need to paste the PASSWORDthat we give you with the final ex – ante evaluation report.

