

## Professional Development/Training Registration My Training Plan Video Transcription

You can create a training plan and save courses for later using the My Training Plan link along the left. Here you can click "Add a Course" and the Add Course to Training Plan box will open. In this box you can drop down the Course menu and choose a course by name. Then click the Add button to add that course to your training plan. The course will show up under your Courses with details about the course name, description, course number, contact hours and an option to "Enroll" in the course along the far right or to "delete" the course from your training plan along the left.