

## Student Registration Procedure

The PH Train & Assess Generation IT site has a simple registration process.

### The information you will need:

- 1) The access code for Train & Assess IT, found in a folder in the text package you purchased from the bookstore.
- 2) A Course/Section code that your instructor will provide: \_\_\_\_\_

- Go to <http://trainassess.phgenit.com>
- You will see the “Sign In” screen shown here.
- Click “New User” to sign in as a new student self-registering for the course.

Click here to register as a new user.

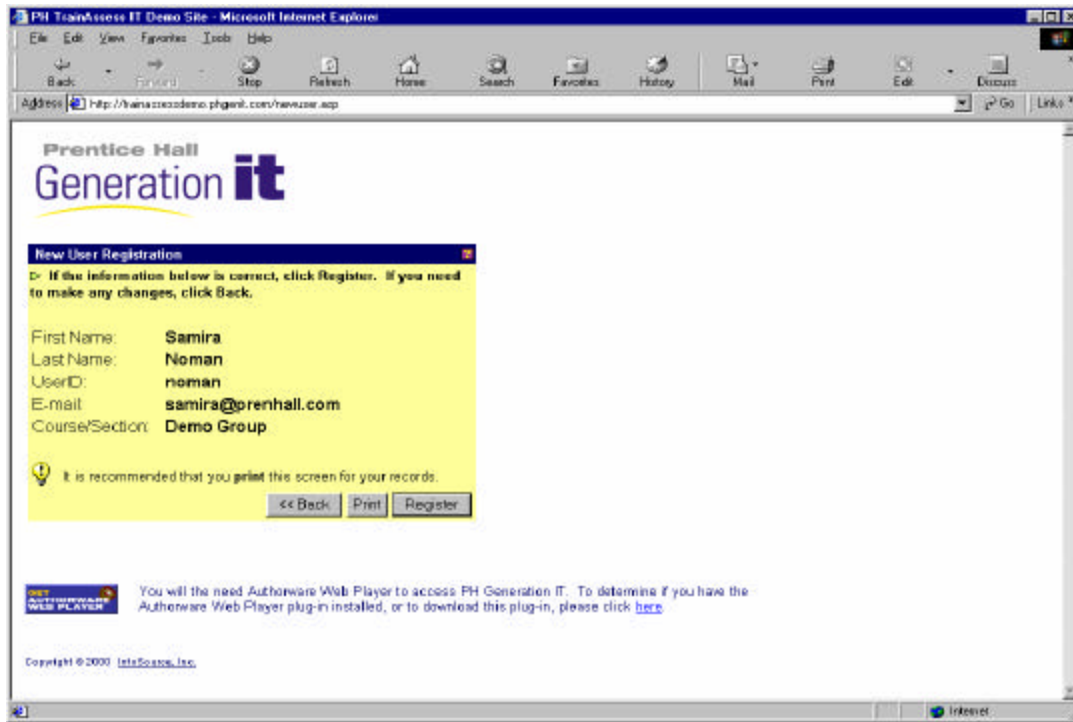
- You will now see a “New User Registration” screen.

Enter the Course/Section code provided by your instructor.

Enter the 6 word access code found in your course packet here.

- Click on “Next” at the bottom of the page and you will be enrolled in the **Course/Section** you joined.

- The next screen displays the user name you entered and the group you joined. It gives you the option to “**Print**” this information. It is a good idea to print this screen in case you forget your user name.



- Once you have printed the information, click “**Register**” and you will see a licensing agreement (scroll down to the bottom and click “**I agree**”) and then you will see a **User Guide** screen.

**\*\*PLEASE NOTE\*\***

You will see a gray security alert message. Please click on okay and proceed with your registration. If you select no, your code will be cashed but you will not be registered.

- Check out the Training and Testing User Guides for instructions on using this program.
- Click on “**My Modules**” to begin your training or testing session.

To login to Train & Assess IT from this point forward, you will enter the User ID and Password you selected during registration.