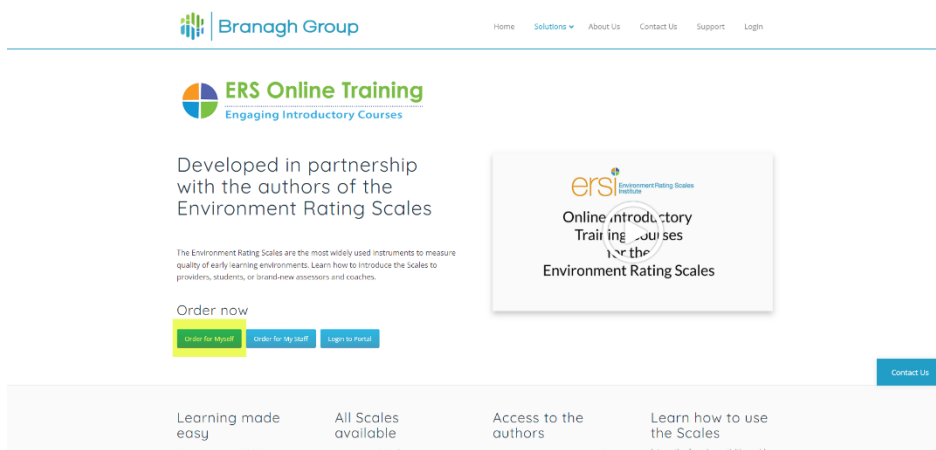


## Registering for the ERSI Training Portal

1. Go to <https://branaghgroup.com/ers-online-training/>
2. Click the **Order for Myself** button on the page.



3. Fill in the remaining information to create your account
  - a. **Required fields:** First Name, Last Name, Email, User ID, and Password. The password must be at least 4 characters.

### Training Portal Registration

Fill out the form below to register for the ERSI Training Portal. This will allow you access to purchase or register for online trainings. [Click here](#) for more information about the courses available.

**If you have an organization access code, click [here](#) to register.**

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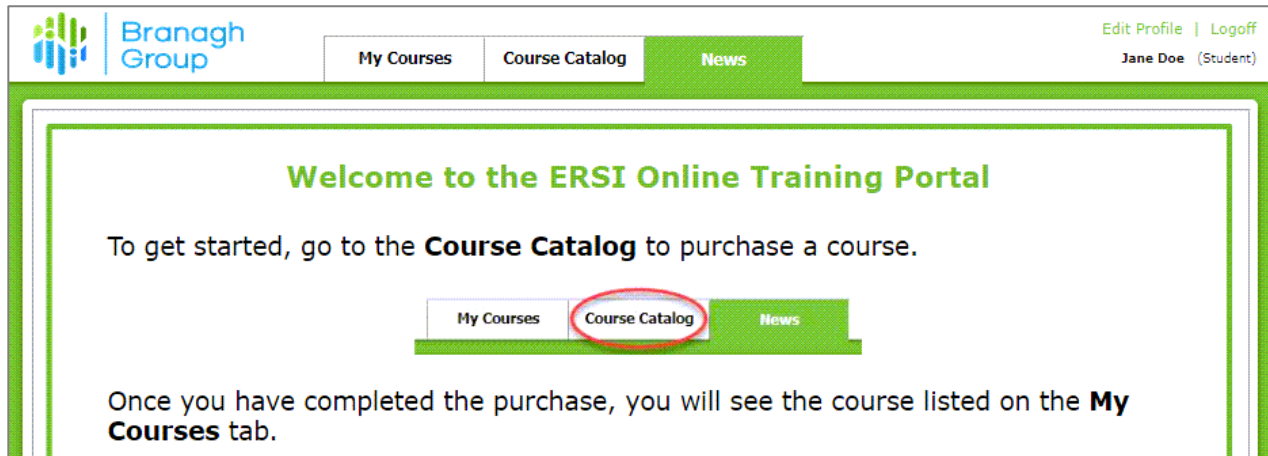
[Instructions for how to register and purchase an online course.](#)

First Name\*       Last Name\*   
 Email\*   
 User ID\*   
 Password\*       Confirm Password\*   
 Address   
 City       State/Province  ▼  
 Zip/Postal   
 Country  ▼      Phone

\*required fields

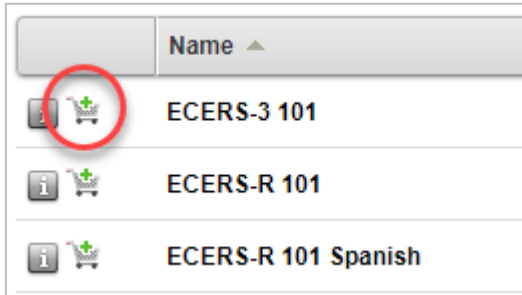
I accept the [Terms of Use](#).

4. Click **Register My Account** button – you will now be logged into the Training Portal.

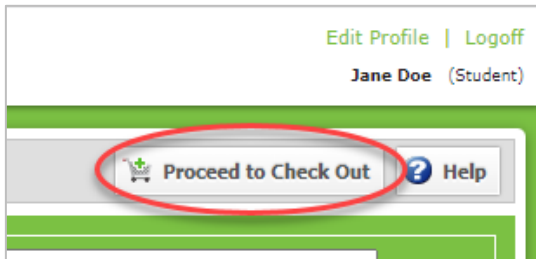


## Purchasing the Course

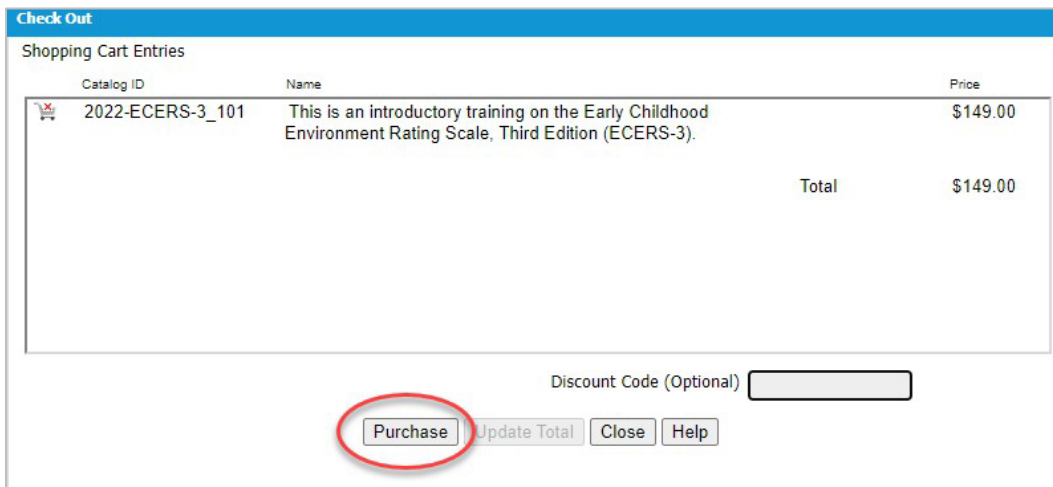
1. Under the Course Catalog tab, add a course to your shopping cart by clicking the shopping cart icon. To remove it from your cart, hit the shopping cart icon again.



2. Once you have selected all your courses, click **Proceed to Check Out** button in the top left.



3. Click **Purchase**



4. Fill out your payment information, and then click Purchase.

**Payment Information**

**Credit Card Information**

Credit Card Type: Discover

Credit Card Number: 1234567891230000

Expiration Date: 12 / 2023

Security Code: 123

Cardholder's Name: Jane Doe

**Billing Address Information**

Use my registered address

Address: 123 main Street

City: Chicago

State/Province: Illinois

Zip/Postal: 12345

Country: United States of America


Phone: 555-111-1234

**Purchase** Close Help

5. Confirm your purchase.

**Purchase Confirmation**

You've selected the following items to purchase:

 2022-ECERS-3\_101-This is an introductory training on the Early Childhood Environment Rating Scale, Third Edition (ECERS-3).




For a total price of \$149.00

Select Yes to confirm the purchase of these items.

**Yes** No

6. You are now officially enrolled in the course.

Result: 1 to 10 of 10 | Page: 1

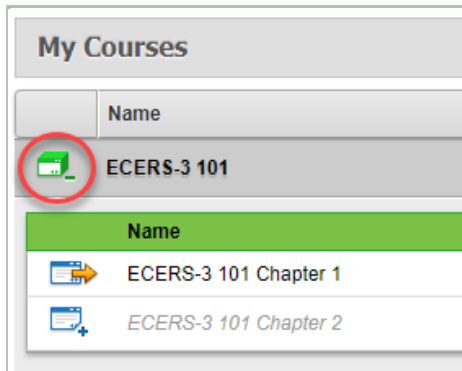
	Name ▲
	ECERS-3 101
 	ECERS-R 101

## Viewing the ERSI Online Courses

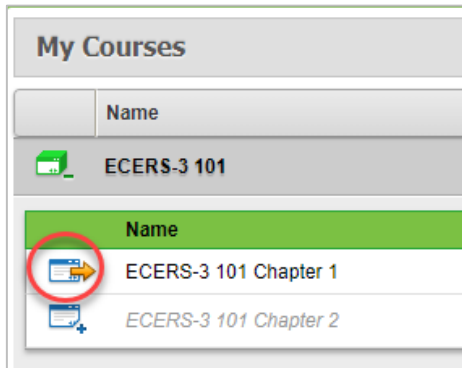
1. Click the My Courses tab



2. Click on the green box to the left of the course name to expand the rows and see the chapters available.

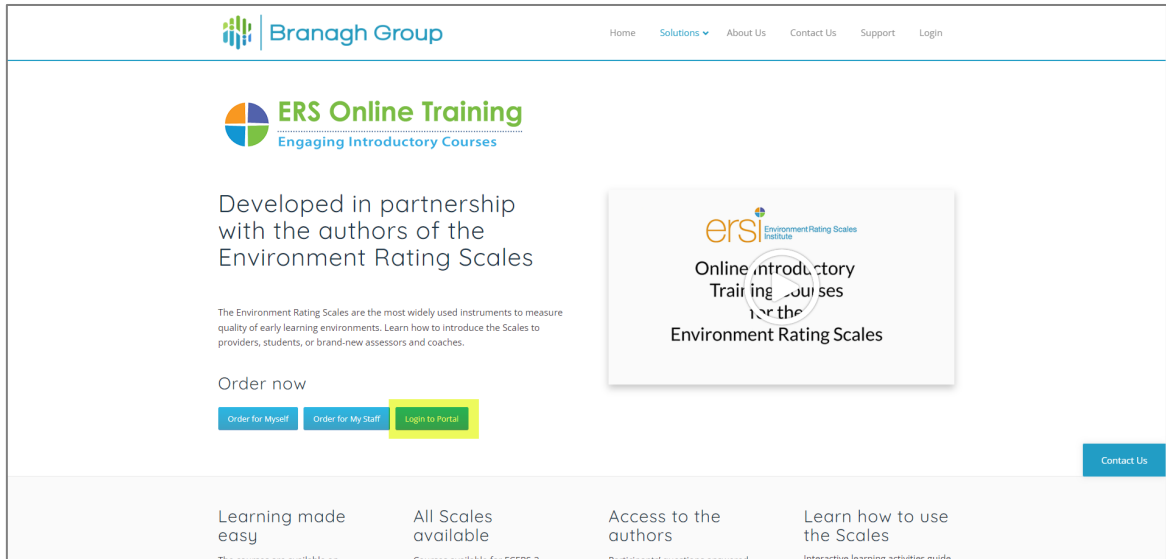


3. Click the launch button to the left of the chapter name to launch that chapter. You must view the chapters in order.



## Logging into Training Portal once you have already registered

1. Go to <https://branaghgroup.com/ers-online-training/>
2. Click the **Login to Portal** button



3. Enter your User ID and password under Training Portal Login

A screenshot of the 'Training Portal Login' form. The title 'Training Portal Login' is displayed in a green rounded rectangle. Below the title, there are two input fields: 'User ID:' with the text 'janedoe' and 'Password:' with masked characters '\*\*\*\*\*'. A link 'Not registered?' is positioned below the password field. At the bottom of the form is a 'Login' button.

4. Click **Login** button
5. You can continue viewing the course where you left off.

## Help and Support

If you need technical support during registration, purchasing or training please email:

[ERSIsupport@branaghgroup.com](mailto:ERSIsupport@branaghgroup.com)

Or call us: 833-377-4377 (8AM to 8PM EST – Monday thru Friday)