

How to Create an Account in CDC TRAIN

1. Use your preferred internet browser and go to <https://www.train.org/cdctrain/>.
2. If you already have a TRAIN account, enter your login name and then your password and select **Login**. If you do not have a CDC TRAIN account, click the **Create an Account** link.

The screenshot shows the CDC TRAIN login and account creation interface. On the left, there is a login form with fields for 'Login Name' and 'Password', a 'Login' button, and a 'Keep me logged in' checkbox. Below the login form is a 'Create an Account' link. To the right, there is a 'Welcome to CDC TRAIN' message, a description of the platform, a collage of healthcare professionals, and a 'First time to TRAIN?' section. At the bottom, there are four blue buttons: 'Learn how to use TRAIN', 'Learn more about CDC TRAIN', 'Find courses that offer continuing education (CE)', and 'Become a CDC TRAIN Course Provider'.

Welcome to CDC TRAIN

CDC TRAIN is a gateway into the [TRAIN Learning Network](#), the most comprehensive catalog of public health training opportunities. TRAIN is a free service for learners from the Public Health Foundation.

CDC TRAIN provides access to more than 1,000 courses developed by the Centers for Disease Control and Prevention (CDC) programs, grantees, and other funded partners. Courses offered by CDC course providers have been approved and verified by CDC.

First time to TRAIN? Select "Create Account" on the left menu to register for TRAIN. You only need one TRAIN account to access multiple TRAIN sites. Be sure to opt-in to emails so that you receive important messages.

Through this site you can:

- Find training and locate CDC courses with continuing education (CE)
- Track your learning via a single transcript

Learn how to use TRAIN

Learn more about CDC TRAIN

Find courses that offer continuing education (CE)

Become a CDC TRAIN Course Provider

Account Creation

- Create your log in name. Your login name must be unique (with letters and numbers only), and you must enter a minimum of four characters.
- Your password must contain at least six characters with at least one capital letter and one number.
- Enter your work email address. If you don't have one, enter your school or personal email address.
- Next, enter your first and last name.
- Now select your time zone.
- Enter your work zip/postal code. If you do not have one, enter your school or personal zip/postal code instead.
- The final process is to agree to all of CDC TRAIN policies. It is recommended that you read through the policies. Be mindful that you cannot use CDC TRAIN until you agree to the policies.
- After agreeing, click the **Create Account** button to log into the TRAIN Learning Network.

Note: Upon logging into CDC TRAIN, you may be presented with a message that you are being redirected to another portal. This prompt appears because your account is associated with a different TRAIN Affiliate group. If you are associated with more than one TRAIN affiliate group, you can choose which site to enter by selecting the drop-down menu. Once you have selected a TRAIN Affiliate group, click the 'Go' button to be directed to your desired TRAIN Affiliate Site.

You are being redirected to your TRAIN Affiliate's site. If you are trying to login to another state or federal TRAIN Affiliate's site, you must add at least one Group from that Affiliate within the "Your Profile" page under "Manage Groups". Since you are associated with more than one TRAIN Affiliate, please choose which site you want to access using the drop down menu below.

Portal

Public Health Foundation

Logout

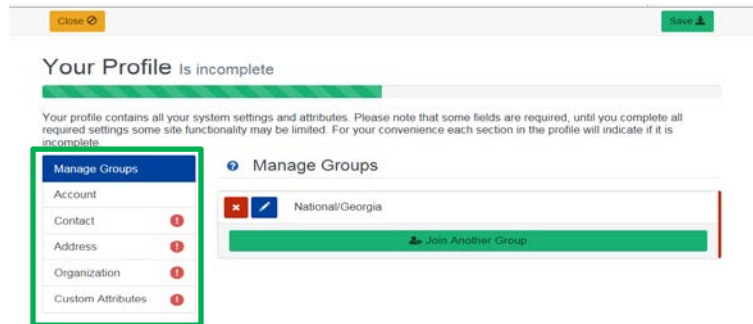
Go

- Once you have created your account, please use the **Your Profile** link either in notifications or in the top right corner (click on your name) to update your account, including adding TRAIN groups.

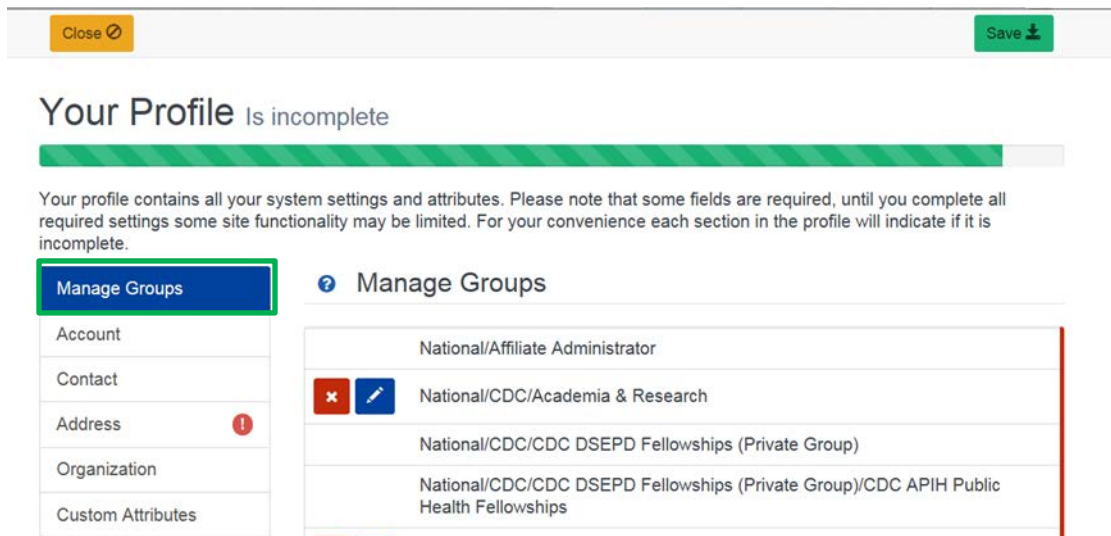
This screenshot shows the top portion of the CDC TRAIN website. The header includes the text "Classic TRAIN" and "Administrator" next to a user icon. A dropdown menu is open, showing "Your Profile" (highlighted with a green box) and "Log Out, ADMINISTRATOR". Below the header is a navigation menu with "HOME", "COURSE CATALOG", "YOUR LEARNING", "ADMIN", and "HELP". A survey prompt asks for user feedback. An "Announcements" section features a video thumbnail and a link titled "How to Become a TRAIN Affiliate" dated Jan 26, 2017.

This screenshot shows a different view of the CDC TRAIN website. The header includes "Classic TRAIN", "Notifications" with a red indicator, and "Train" with a user icon. The navigation menu is visible. A survey prompt is present. The "Announcements" section is partially visible. A "Notifications" box (highlighted with a green box) contains two messages: "Your profile is incomplete" and "You are not set up to receive emails from TRAIN". Below this is the "Your Training Status" section, which includes a red arrow graphic and the text "Welcome to the TRAIN Learning Network!" followed by a brief description of the platform and a link to the "Course Catalog".

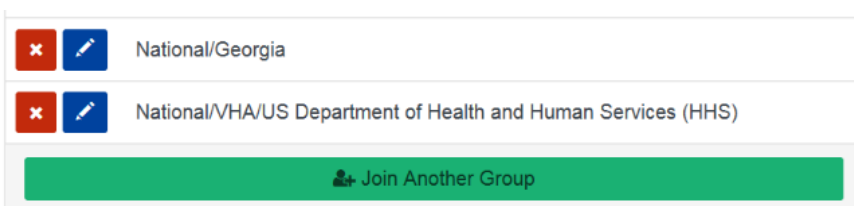
- The areas of your profile that need to be updated will have a red exclamation mark next to it.



- Select the exclamation mark to update each field. Once you have completed each field, you will need to save the entry by selecting the **Save** button on the top right corner of the page. Continue this action until all fields have been updated.
- After you have completed your profile, you will need to update the groups added on your profile. Select the option for **Manage Groups**.



- Select the **Join Another Group** Button (green).



8. Select the option for **CDC**.

[← Back](#)

Group Selection

In TRAIN we use Groups to optimize your experience and customize content to suit your needs. It also ensures you will see content from local course providers, and generally content that is more relevant to you.

Select an affiliate you want to join.

[State](#)
Select the state or territory in which you work, study, or reside - or select "International".

[MRC](#)
If you are a member of the Medical Reserve Corps, then you should select MRC Portal in addition to your state.

[CDC](#)
To access additional CDC TRAIN (Centers for Disease Control and Prevention) content, and to participate in CDC-hosted communities of practice, you should also add the CDC Portal.

[VHA](#)
To access additional Veterans Health Administration, Employee Education System content, you should add the VHA Portal.

9. Select a **Community of Practice**, from the list.

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Group Selection

[↑](#) / [CDC](#)

Select a Community of Practice

Group search

[Academia & Research](#)

[CDC DSEPD Fellowships \(Private Group\)](#)

[CDC-INFO \(Private Group\)](#)

[Environmental Health](#)

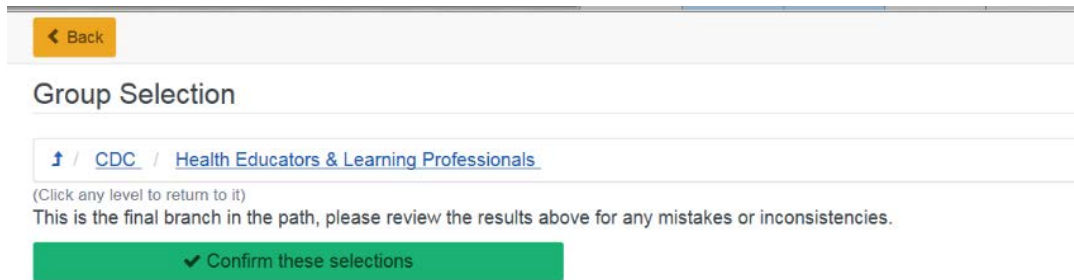
[Health Educators & Learning Professionals](#)

[Integrated Disease Surveillance and Response \(IDSR\)](#)

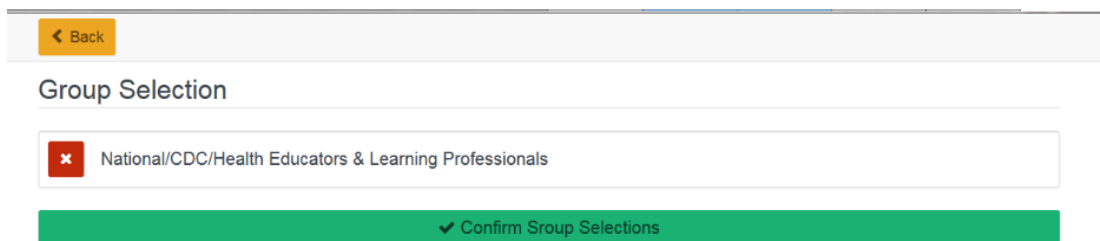
[Laboratory Training](#)

[Leadership & Policy](#)

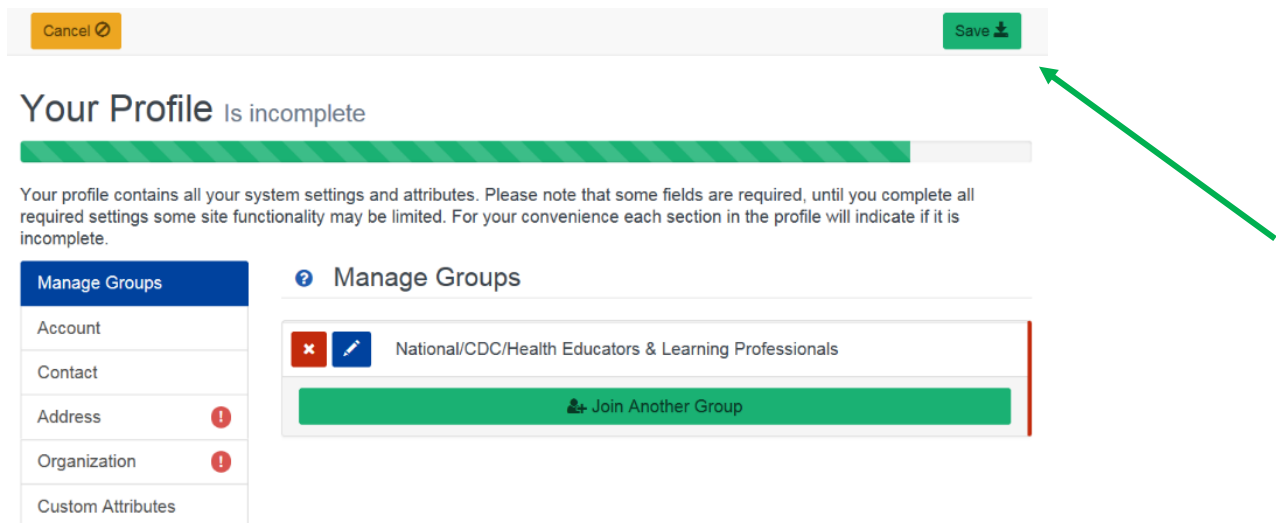
10. Click **Confirm These Selections**. You will return to the Groups page.



11. Click the **Confirm Group Selections** button to save your TRAIN grouping structure.



12. Select **Save** and your account is now set up! You can close this section and register for your course.



To search and register for a course in CDC TRAIN

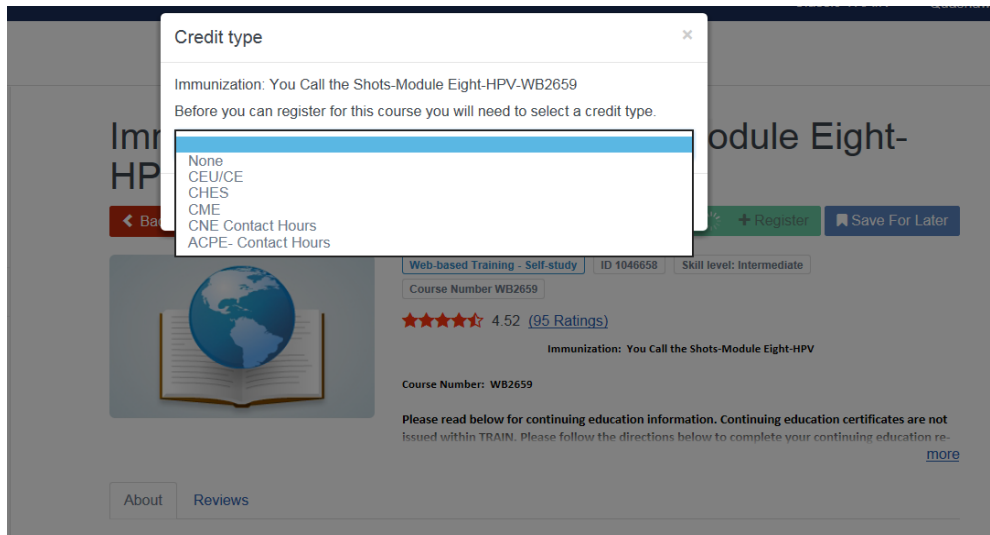
1. Enter a course ID # or a keyword from the course title in the search box located at the left of the CDC TRAIN web page.

The screenshot shows the CDC TRAIN homepage. On the left is a navigation menu with options: HOME, COURSE CATALOG, YOUR LEARNING, ADMIN, and HELP. Below the menu is a search bar labeled "Search TRAIN" with a magnifying glass icon. The main content area features a carousel of course thumbnails, including "Dengue Clinical Case Management" and "The Evolution of Public Health". To the right, there are notification cards, one of which says "You have an unfinished pre-assessment for Dengue Clinical Case Management Course". Below the carousel are two sections: "Your Recent Courses" and "Your Training Status". The "Your Training Status" section shows "91 COURSES TO COMPLETE" and "4 TRAINING PLANS IN PROGRESS".

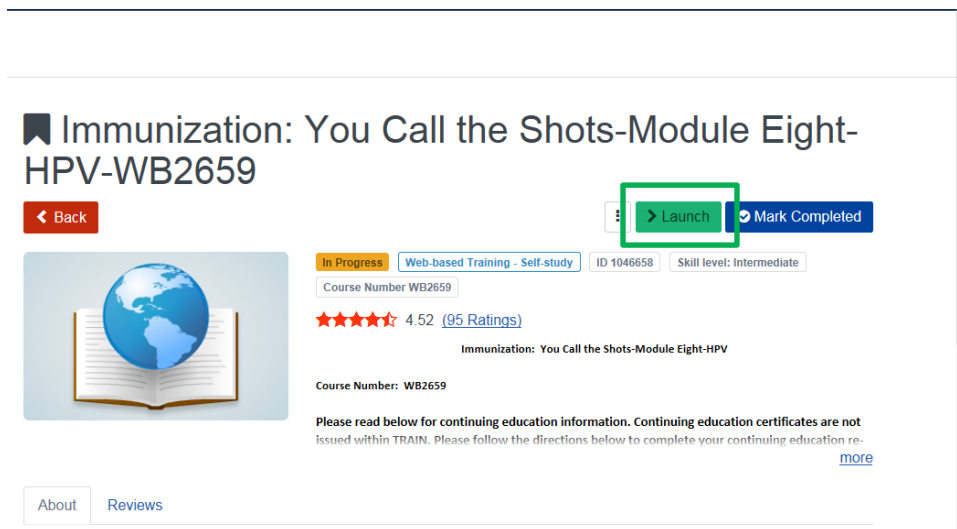
2. Click on the magnifying glass.
3. Once the search results load, locate the course you are interested in and click on the course title.
4. The course details will load for the course. Please read carefully for any instructions.
5. To register, select the green **Register** tab.

The screenshot shows the course details page for "Immunization: You Call the Shots-Module Eight-HPV-WB2659". At the top, there are navigation buttons: "Back" (red), "Register" (green), and "Save For Later" (blue). Below the navigation is a course card with a globe icon and an open book. The card displays: "Web-based Training - Self-study", "ID 1046658", "Skill level: Intermediate", and "Course Number WB2659". Below the card, there is a star rating of 4.52 (95 Ratings) and the course title "Immunization: You Call the Shots-Module Eight-HPV". The course number "WB2659" is repeated. A note states: "Please read below for continuing education information. Continuing education certificates are not issued within TRAIN. Please follow the directions below to complete your continuing education re-". At the bottom, there are tabs for "About" and "Reviews".

6. If the course has CE you will need to select your CE option from the dropdown box.



7. If the course has a registration code, you will be prompted for it at this time.
8. Select the green **Ok** button to confirm registration.
9. Select the **Launch** button to launch the course.




10. If you need to leave the course prior to completing it, TRAIN will hold you in progress. You can return to the course by logging back into CDC TRAIN and selecting **Your Learning** on the home page. Your course will be listed here. Click on the **In Progress** link to re-launch the course.

CDC TRAIN

HOME
COURSE CATALOG
YOUR LEARNING
ADMIN
HELP

Search TRAIN

⋮	HELP Presentation #10: Prenatal HIV Prevention Online Course Demonstration	In Progress		Webcast (live even
⋮	HELP Presentation #11: Prenatal HIV Prevention Online Course Demonstration	In Progress		Webcast (live even
⋮	Immunization: You Call the Shots-Module Eight-HPV-WB2659	In Progress		Web-based Trainin
⋮	Instructional Design: The Big E (Evaluation) - Presentation 9	In Progress		Meeting
⋮	Ready? Set? Test! Patient Testing is Important. Get the Right Results - WB2639	In Progress	0.10 / CEU/CE	Web-based Trainin
⋮	Salmonella in the Caribbean-WB2188	In Progress	0.20 / CEU/CE	Web-based Trainin
⋮	Self-Study Modules on Tuberculosis (1-5)	In Progress		Text-based (print an

[About](#) [Contacts](#) [Policies](#) Powered By  [Select Language](#) ▼

11. If you complete the course, the course might move to transcript (if set that way by the course provider). To check, **Your Learning**, then **Transcripts**. If it is not listed on your transcript, you will need to manually complete the course.
12. To manually complete a course, locate the course in **Your Learning**, then **Current Courses** button.
13. Locate the course on the current courses list. To the left of the course name locate then triple dot menu icon and click to open.
14. Select the **Mark Completed** option. This will move the course to transcript.

Thank you for your participation in **CDC TRAIN**! If you have any questions, suggestions, or concerns, please email the CDC TRAIN Administrator at train@cdc.gov.