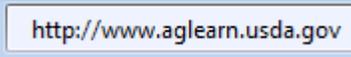
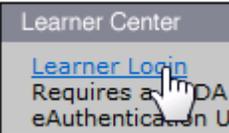
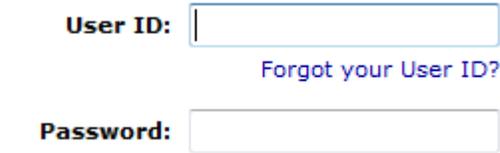
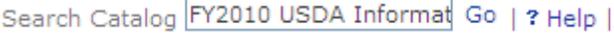


Registering for the FY2010 USDA Information Security Awareness and Rules of Behavior Training (Jefferson Auditorium)

Two classroom sessions of the FY2010 USDA Information Security Awareness and Rules of Behavior Training will be held during the fiscal year. These sessions require an advance registration so that we can include your name on the class roster and record your successful completion of the course assessment. Upon the completion of the classroom presentation, you will receive an assessment that will require a score of 70% or higher to record your successful completion of this year's mandatory security training requirement.

Step	Activity	View
1.	Go to the AgLearn home page at www.aglearn.usda.gov	
2.	Click Learner Login .	
3.	At the eAuthentication warning message, click I Agree .	
4.	Enter your eAuthentication User ID and Password.	
5.	Click Login .	
6.	In the upper right-hand corner, enter the name of the ISA course in the Catalog Search box: FY2010 USDA Information Security Awareness and Rules of Behavior Training (Jefferson Auditorium) Note: The full name of the course will not display in the text box, but it is available for your search.	
7.	Click Go .	

Registering for the FY2010 USDA Information Security Awareness and Rules of Behavior Training (Jefferson Auditorium)

If the course does not appear as shown here, you did not enter the course name correctly. Copy the course name from Step 6 and paste it into the catalog search window.

8. Observe the course in the Catalog Search Results window.



9. Click **Add to Learning Plan**.



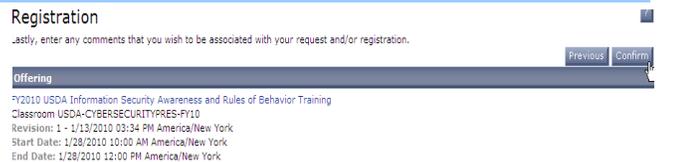
10. Locate the course in your Learning Plan and then click **Offering Details** to see the three dates when the class will be held.



11. Review the scheduled offerings for this class and click the corresponding **Register** button for the date you plan to attend.

Day (s)	Start	End	Location	Available Enrollment Seats	Price (\$)	Action
1	1/28/2010 10:00 AM America/New York	1/28/2010 12:00 PM America/New York	South Building, Independence Avenue, Washington DC - Jefferson Auditorium, South Bldg. DC	100	0.00	View Details Register
1	3/8/2010 10:00 AM America/New York	3/8/2010 12:00 PM America/New York	South Building, Independence Avenue, Washington DC - Jefferson Auditorium, South Bldg. DC	100	0.00	View Details Register

12. Review the details to be sure you selected the desired date, then click **Confirm** to view the Registration Confirmation page.



13. Review the Registration Confirmation page to be sure you see the word **Finished** and your Registration Status is listed as Enrolled. Jot down the start time and location to be sure you attend the session on time. An AgLearn coordinator will record your attendance.

