

Training Catalog

How to request a training session

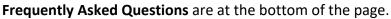
The Training Catalog provides a streamlined platform with convenient access and intuitive navigation, serving as a centralized hub where you can browse available courses and submit training requests.

Where is the Training Catalog on the member website?

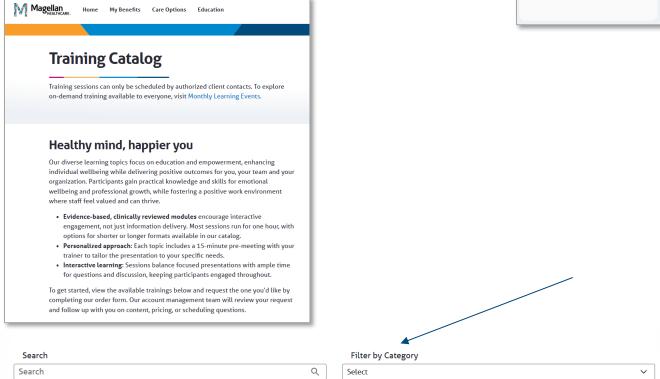
The catalog is in the Benefits Guide. Click on the <u>Training Catalog</u> tile.

How do I look for a training session?

To browse training topics, use the Search field or the Filter by Category to select from one of the following categories: Community, Family and Friends, Financial, Healthy Living, Manager Only, Parenting and Work.

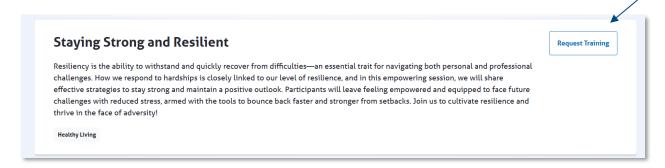






How do I request a training session?

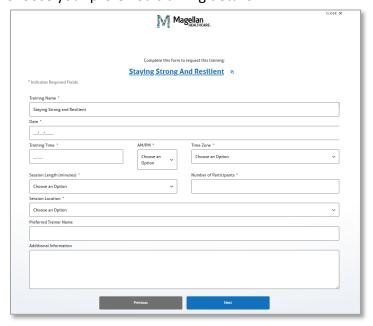
Click the Request Training button to the right of the training description and complete the form.



Fill in your company information.



Choose your preferred training details.





For virtual training, these fields will appear:



For in-person training, these fields will appear:



Confirm the information and submit the request.



You will receive an email confirmation after you submit the request.

