

## **Enroll in Training**

## This guide will describe the steps to enroll in a training program in the Learning Management System (LMS).

- 1. Either click this <u>link</u> and skip to step 4 or follow the path below.
- 2. Go to <u>ABB.com</u>. Hover your mouse over "products" and select

"Drives".



3. Ensure the page is showing the offering for United States of America and select Training.



4. Select the audience for training.



5. Click the link for the desired training program. Sign into the training system if prompted.

Enroll in <b>Safety Training</b> programs by	Enroll in Authorized Startup Training	Enroll in Drive Service Partner (DSP)
type:	programs by product:	Training programs by product:
LOTO - Lock Out Tag Out	ACH550	ACH550
<u>Arc Flash</u>	ACQ550	ACQ550
FSO Safety Module	ACS550	ACS550
	ACS550 OEM	ACH580
	<u>ACH580</u>	ACQ580
	ACQ580	ACS580
	ACS580	<u>ACS800</u>
	ACS580 OEM	<u>ACS880</u>
	ACS800	DCS800
	ACS800 OEM	
	ACS800 Multi-Drive	

6. From the Actions box, select "Apply".



7. To start the online coursework, select apply, and then click the link with the unit name. **\*\*Pop-ups must be allowed in your browser for** units to launch. A hard-wired internet connection is advised.



8. To enroll in a classroom session, select "view schedule".

🕼 G3903e - ACS580-01/-04 hardware features, advantages and benefits, Internet course - EN 🌵	Required	Never Taken	Apply
🚔 ACS580 Startup - Instructor Led Training - US9438 🤣	Required	Never Taken	View Schedule
😰 G376e - Drive composer pro fundamentals, Internet course - EN 🌵	Required	Never Taken	<b>_</b>
😰 ACS580 Authorized Startup - Exam 🖗	Required	Never Taken	Ар

9. Select "Apply" for the class you wish to attend. If there are no classes scheduled or that you can attend, you may join a waitlist class by selecting that option from the "Actions" box. \*\*Please note, all online courses must be completed (excluding the exam) before you may enroll in a class.

🕞 ACS580 Star	tup - Instructor Leo	d Training - U	S9438	
Upcoming Schedule				
Dates	Location	Seats Statu	s	
4/8/2019-4/9/2019 🦆	New Berlin, WI	16	Apply	Enroll My Learners
5/1/2019-5/2/2019 🐌	Irvine, CA	10	Apply	Enroll My Learners
5/6/2019-5/7/2019 🗼	New Berlin, WI	10	Apply	Enroll My Learners

10. Please contact <u>drivestraining@us.abb.com</u> or call 262-785-3260 with questions or concerns.