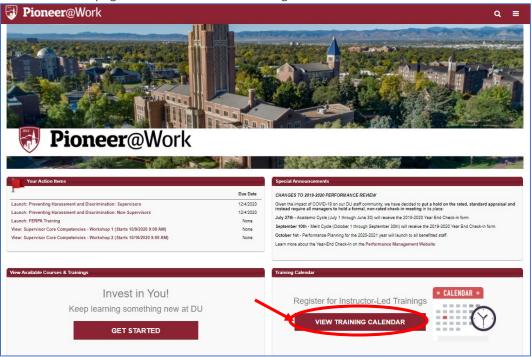


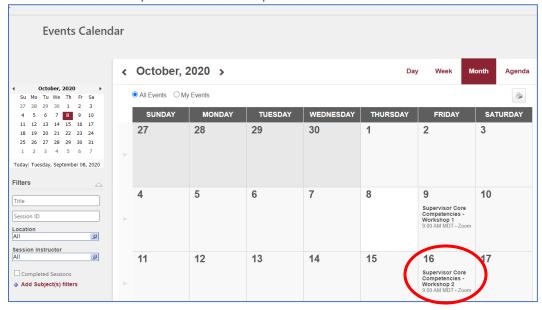
LMS USER GUIDE

How to Register for an Instructor-Led Training (ILT)

- 1. Log in to Pioneer@Work.
- 2. Scroll down the page and click on "View Training Calendar".

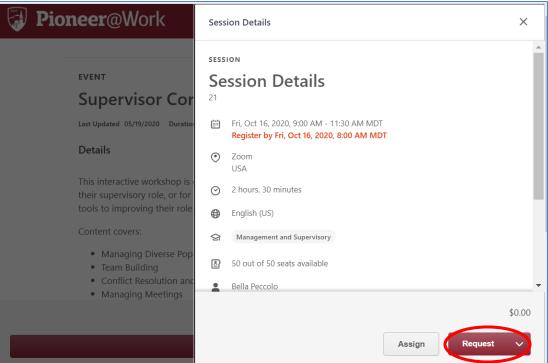


3. Click on an event that you would like to request.

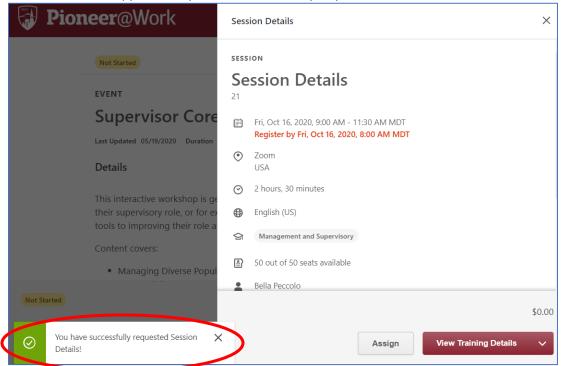




4. The session details will appear. Click on "Request."



5. A notification will appear that you have successfully requested the session.





6. You will receive a calendar invite confirming your registration. To add the event to your calendar, click "Accept".

