

How to Register into Brainshark Author Training

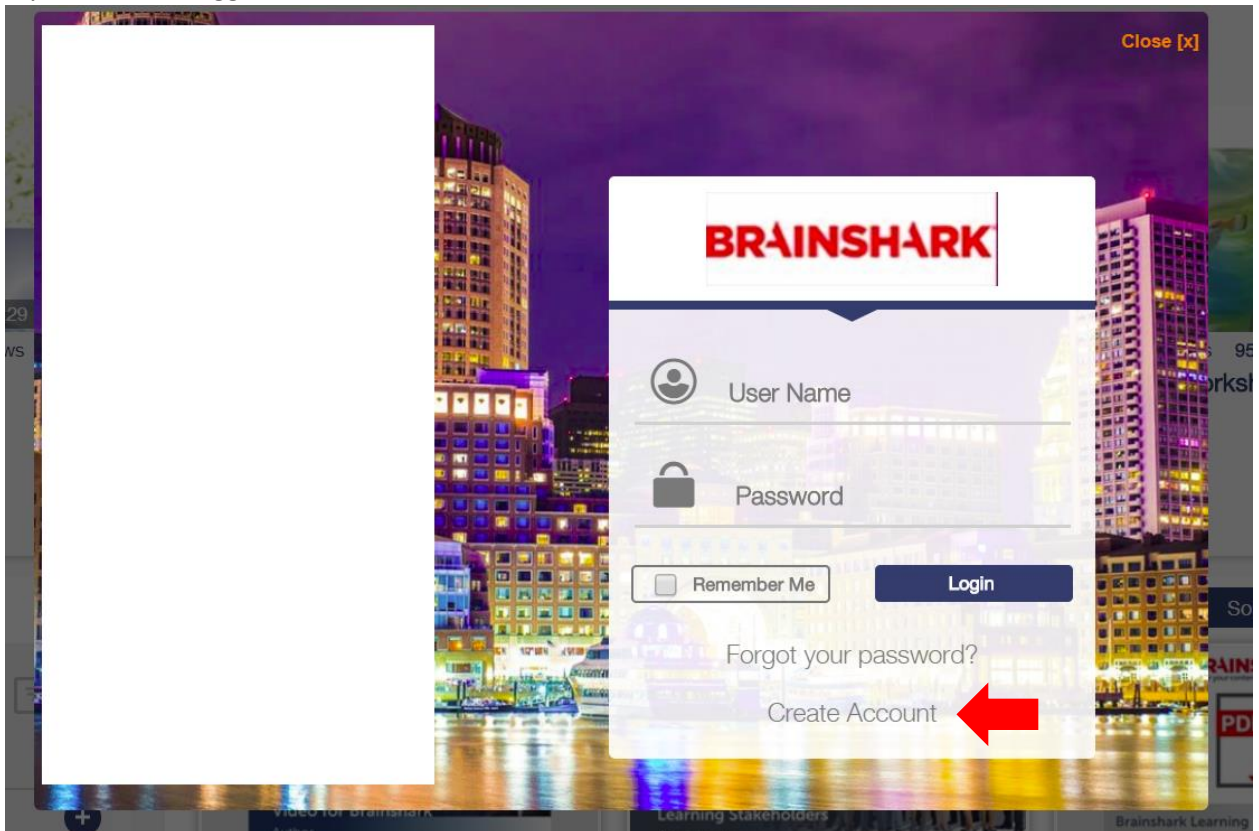
- 1) Go to www.brainshark.com/training

The screenshot shows the Brainshark training portal home page. The browser address bar displays the URL: <https://www.brainshark.com/brainshark/brainshark.net/salesportal/v2/home.aspx?companyId=3942>. The page features a navigation bar with icons for Home, Customer Hub, Help & Training, and Support, along with a search bar and a Login button in the top right corner. Below the navigation bar is a 'Featured' section displaying a grid of training modules. Each module card includes a thumbnail image, a title, the author (Training Team), the number of slides, and the number of views. The featured modules include: 'Design Like an Artist: Scripting and Powerpoint for Brainshark Workshops' (15 slides, 588 views), '6 Steps to Designing an Effective Sales Onboarding Program' (26 slides, 323 views), 'Training Registration' (4 slides, 260 views), 'Content Strategy Program Overview' (13 slides, 491 views), and 'Content Portal Overview - Viewer' (12 slides, 2291 views). A filter sidebar on the left allows users to pick filters by Type, Topic, and Role. A 'Sort by' dropdown menu is located at the bottom right of the featured section.

- 2) Click on the Login button in the top right corner

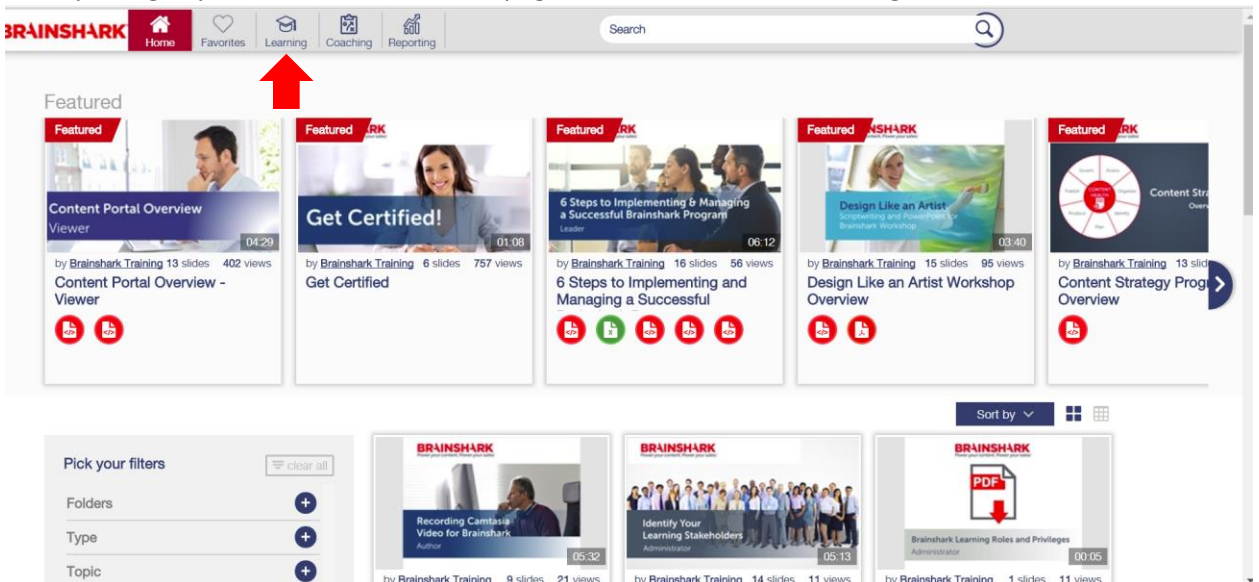
This screenshot is identical to the one above, showing the Brainshark training portal home page. A red arrow is added to the top right corner, pointing directly to the 'Login' button in the navigation bar. The rest of the page content, including the featured training modules and filter sidebar, remains the same as in the previous screenshot.

3) If you have not logged in to this site before select Create account



4) Once you create an account, you'll get an e-mail with credentials to log in

5) Once you log in you'll return to the home page, from there select "Learning



6) Watch the Welcome Video in your Learning Locker

The screenshot shows the Brainshark Learning Locker interface. At the top, there is a navigation bar with the Brainshark logo and icons for Home, Favorites, Learning, Coaching, and Reporting. A search bar labeled 'Search My Enrollments' is on the right. Below the navigation bar, the page title is 'MY ENROLLMENTS' with a toggle for 'Include completed enrollments'. On the left, there is a sidebar with three buttons: 'My Enrollments', 'My Transcript', and 'Course Catalog'. The main content area displays a list of enrollments. The first enrollment is 'Welcome Course' by Brainshark Training, with 3 Slides and a status of 'Enrolled'. A red arrow points to this course card.

7) Then select course catalog

This screenshot is similar to the previous one, showing the 'MY ENROLLMENTS' page. However, a red arrow points to the 'Course Catalog' button in the left sidebar, indicating the next step in the process.

8) Select Content Author Certification

The screenshot shows the 'COURSE CATALOG' page. The navigation bar now has a search bar labeled 'Search Course Catalog'. The sidebar on the left has three buttons: 'My Enrollments', 'My Transcript', and 'Course Catalog'. Below these buttons is a 'Pick your filters' section with a 'clear all' button and a 'Folders' section with a plus icon. The main content area displays a list of courses. The first course is 'Company Administrator Ce...' by Brainshark Training, with 0 of 11 courses completed and a status of 'Not Enrolled'. The second course is 'Content Author Certification' by Brainshark Training, with 0 of 20 courses completed and a status of 'Not Enrolled'. A red arrow points to this second course card.