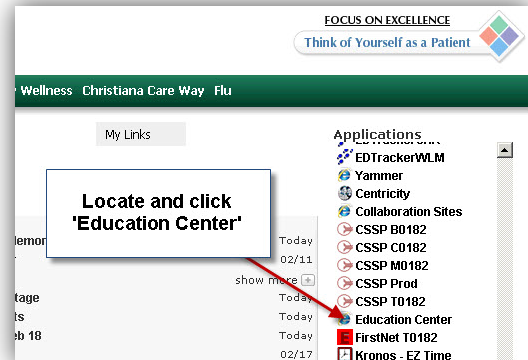




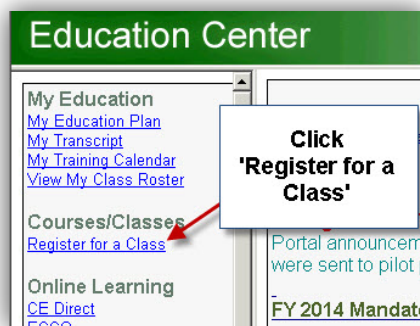
## How to Register for Progress Notes Training

*It is recommended that you do not use Apple products to complete this process.*

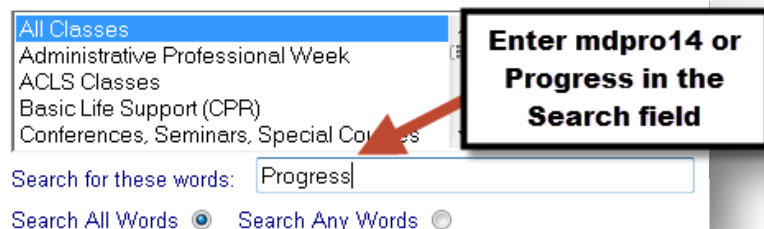
1. Go to the Christiana Care Portal Page. On the right side, in the Applications List, click **Education Center**.



2. From the menu on the left, click **Register for a Class**.



3. In the Search field, type the course code **mdpro14**. Then click Go. If you experience an issue using the course code, try the keyword **Progress**.



4. From the list of classes, find the specific session date and time you wish to attend. Then click **Select**.

	Code	Class Name	Start Date	End Date	Start Time	End Time
<a href="#">SELECT</a>	MDPRO14	PHYSICIAN PROGRESS NOTE TRAINING	03/24/2014	03/24/2014	01:30 PM	03:30 PM
<a href="#">SELECT</a>	MDPRO14	PHYSICIAN PROGRESS NOTE TRAINING	03/24/2014	03/24/2014	04:00 PM	06:00 PM
<a href="#">SELECT</a>	MDPRO14	PHYSICIAN PROGRESS NOTE TRAINING	03/24/2014	03/24/2014	06:30 PM	08:30 PM
<a href="#">SELECT</a>	MDPRO14	PHYSICIAN PROGRESS NOTE TRAINING	03/25/2014	03/25/2014	06:00 AM	08:00 AM
<a href="#">SELECT</a>	MDPRO14	PHYSICIAN PROGRESS NOTE TRAINING	03/25/2014	03/25/2014	08:30 AM	10:30 AM

FIND THE SPECIFIC CLASS YOU WANT, THEN CLICK SELECT



5. In the upper right side of the screen, click **Enroll in this class**.

Class Information  
**You are not registered in this class.**  
[Class Schedule](#)

Code: MDPRO14  
Class Name: PHYSICIAN PROGRESS NOTE TRAINING  
Start Date: 03/24/2014  
End Date: 03/24/2014  
Start Time: 01:30 PM  
End Time: 03:30 PM  
Room: LE72A  
CECH:  
Contact Person: KELLY MARSH

[Enroll in this class](#)

To finalize your enrollment  
Click 'Enroll in this class'

6. Click **Yes** to confirm your enrollment.

**03/24/2014 PHYSICIAN PROGRESS NOTE TRAINING**

Are you sure you want to enroll in this class?

Confirm your enrollment  
by clicking Yes