

**Spring 2018 Term
 Face-to-Face Training**

Day	Date	Start Time	End Time	Course	Location	Room

Face to Face Training—to request Ecampus face to face training, please contact your training coordinator at your location or contact the Faculty Help Desk at **972 -669-6460**.

Spring 2018 Term Online Training Classes are self-paced in eCampus. Registration open throughout dates of each course.	
Course	Start / End Dates
XDLP-2001-94501 eCampus Online Training & Assessments <i>Certification for classroom & online teaching</i>	1/16/18 5/10/18
XDLP-2003-94501 eCampus Face-to-Face Certification	1/16/18 5/10/18

<p>Locations:</p> <p>BHC = Brookhaven BPI = Bill Priest Institute CVC = Cedar Valley College DSC = District Service Center ECC = El Centro College EFC = Eastfield College LCET = LeCroy Center MVC = Mountain View College NLC = North Lake College RLC = Richland College</p>	<p>To Register:</p> <ul style="list-style-type: none"> • Log on to eConnect as an employee • Choose "Register for Staff Enrichment" • In the term drop-down box, select the term • Leave location field blank • Complete the <u>Course Name</u>, <u>Course #</u>, and <u>Section #</u> fields. • Click Submit • Select course by checking the Select Section Box to the left and click "submit" • You will receive a confirmation showing that your registration was received successfully <p>To Drop:</p> <ul style="list-style-type: none"> • Log on to eConnect as an employee • Choose "Drop Staff Enrichment Class" • Select course you want to drop by checking the drop box to the left and click "submit" • You will receive a confirmation that your course was successfully dropped • Questions? Call Software Training & Support at 972-669-6461
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