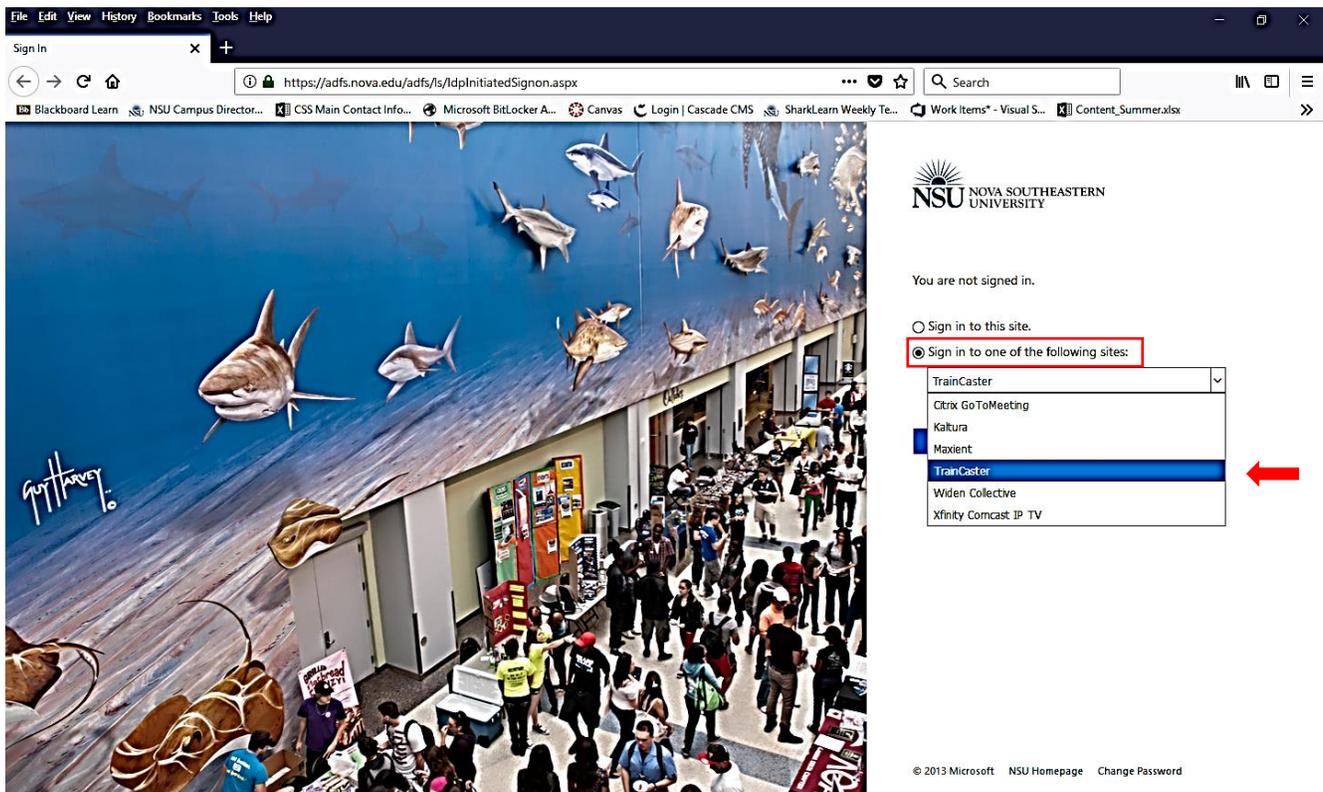


To register for Workshops, go to <https://nova.traincaster.com> and follow these steps:

1. Select **Sign in to one of the following sites**, then select TrainCaster. Click Sign in.



2. On the next screen sign in with your NSU email address and password:



Sign in with your email address.

3. Click My TrainCaster.

The screenshot shows the top navigation bar of the My TrainCaster system. The 'My TrainCaster' link is highlighted with a red box. Below it, 'My Profile' and 'My Files' are visible, with a red arrow pointing to 'My Files'. The 'Home' link is also present. Below the navigation bar, there are two summary boxes: 'Assigned Courses' with a count of 0, and 'Courses In Catalog' with a count of 68.

4. Select Classroom Calendar. Scheduled dates will appear. Click on a session to view more details and register.

The screenshot shows the Classroom Calendar interface. The top navigation bar includes 'Courses', 'Curriculums', 'Certifications', 'Reports', and 'My TrainCaster'. The 'Classroom Calendar' link is highlighted with a red box. Below the navigation bar, there is a calendar for November 2019. The date '19' is highlighted in blue. To the right of the calendar, there is a table of sessions with columns for 'Start Date', 'Course', and 'Location'. The session for 'Nov 19, Tuesday, 10:00 AM' is highlighted with a red box. The course is 'Writing Course Objectives' and the location is 'DeSantis 2057'. A 'Seats Available' button is visible next to the session.

The screenshot shows a modal window displaying the details for the selected session. The course is 'Writing Course Objectives'. The course objective is '1 of 1'. The class start date is 'Nov 19, 2019, 10:00 AM' and the class end date is 'Nov 19, 2019, 11:00 AM'. The enrollment deadline is 'Nov 19, 2019, 10:00 AM' and the cancellation deadline is 'Nov 19, 2019, 10:00 AM'. The location is 'DeSantis 2057', the class size is 10, and the availability is 'SEATS AVAILABLE'. The instructor is 'Jose Rivera (LEC)'. A 'Register' button is highlighted with a red box.