# How to Enroll: TIA University Expressway

Tuesday, October 1, 2019 2:31 PM

# Go to the SITRAIN LMS at <a href="https://www.sitrain.us/LMS/Enroll.aspx?cps=1186&idType=ROLE&classid=STR-TIUNI-R-EXP">https://www.sitrain.us/LMS/Enroll.aspx?cps=1186&idType=ROLE&classid=STR-TIUNI-R-EXP</a>

#### Click the button "click here to login or create an account"

| IEMENS                                     | ndustry Academy<br>ent System |
|--|-------------------------------|
| SITRAIN LMS Online Self-paced Learning     |                               |
| Class Information                          |                               |
| Class:<br>TIA University On The Expressway | Location:<br>Online           |
| Dates:<br>3/2/2022 - 12/31/2049            |                               |
| Step 1: Login or Create Account            |                               |
| You must be logged in to enroll.           |                               |
| click here to login or create an account   |                               |
| Step 1a: Distributor or Direct             |                               |

## Enter credentials to log in. If you don't have an account or don't know your password, use the links below the Login button.

| SIEME     |   | SITRAIN® - Digital Industry Academy<br>Learning Management System |
|-----------|---|---|
| Home US/  | JSA Learning Services Contact Us Tools & Resources    | Log In  |
| You are I | re here: <u>Home</u> > <u>Tools/Resources</u> > Login |   |
| SITRA     | RAIN® LMS Login                                       |   |
| - Exist   | * User ID:*<br>(This is usually your email address):  |   |
| * P       | * Password:*  |   |
| You       | You acknowledge the Siemens Privacy Policy.           |   |
| Ne        | New users, click here to create an account            |   |

After logging in, you will be directed back to the Enrollment page where you will specify the Student: If you are <u>not</u> enrolling yourself, click the x next to your userID. Click in the box to drop down a list of students. If the student you are enrolling is not listed in the drop-down, click the link, "If the student is not listed, click here."

### **SITRAIN LMS Enrollment**

| Class Information  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|
| Class:   | Location:  |  |  |  |  |  |
| S7 Programming 1: SCI-S711AP1C-20210277  | Elk Grove Village, IL                                |  |  |  |  |  |
| Dates:   | Enrollment Status:                                   |  |  |  |  |  |
| 10/11/2021 8:30:00 AM - 10/14/2021 4:30:00 PM  | There are currently 6 seats available in this class. |  |  |  |  |  |
| Due to the dynamic nature of class enrollments, your enrollment status is not final until the cart has been processed. |  |  |  |  |  |  |
| Step 1: Login or Create Account : You are logged in.   |  |  |  |  |  |  |
| Step 1a: Distributor or Direct : Direct  |  |  |  |  |  |  |
| Step 2: Specify Student  |  |  |  |  |  |  |
| Choose student or students to enroll .* If the student is not listed, click here                                       | Enroll   |  |  |  |  |  |
| chester.tester@test.com × another.student@test.com ×   |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

#### In the pop-up enter your student's email and click Find User. If the student is found, click the link, "Click here to choose..."

2

| Find Students  |  |
|--|--|
| Type the Email Address or UserID of the Student:*  | chester.tester@test.com                              |
| Find User  |  |
| Click here to choose chester.tester@test.com   |  |
|  |  |
| the student is not found, you will be given the op<br>lick the link, "User not found. Click here to add an | portunity to create their account.<br>account for: " |
| Find Students  |  |
| Type the Email Address or UserID of the Student:*  | new.test@test.com                                    |
| Find User  |  |

User not found. Click here to add an account for: new.test@test.com

Fill in the student information and click Add Student

| tudents       |                     |         |                                    |   |
|---------------|---------------------|---------|------------------------------------|---|
| UserID:       | new.test@test.com   |         |                                    |   |
| Prefix:*      | Please select       | _ `     |                                    |   |
| First Name:*  |                     |         | Last Name:*                        |   |
| Email or a    | dditional/alternate | email t | o receive student communications * |   |
| Student       | Work Email:         | new.t   | est@test.com                       |   |
| Alternat      | e/Additional Email: |         |                                    |   |
| Phone:*       |                     |         | Job Title:*                        |   |
| Company Na    | ime:*               |         |                                    |   |
| Company Ad    | dress:*             |         | Company City:*                     |   |
| State/Provinc | :e:*                |         | Postal Code:*                      |   |
| Please sele   | ct                  | ~       |                                    |   |
| Country:*     |                     |         | Citizenship:*                      |   |
| Please sele   | ct                  | ~       | Please select                      | ` |
|               |                     |         |                                    |   |
|               | sont .              | Type t  | he code shown                      |   |
| N             | LZ                  |         |                                    |   |
| C Show and    | other code          |         |                                    |   |
|               |                     |         | Add Studen                         |   |

## The account will be created and the student added to the enrollments box.

When all your students are added, click Enroll, then proceed through the cart process.



| You are here: | <u>Home</u> > <u>My Stuff</u> > Ca | rt |
|---------------|------------------------------------|----|

|        | item  | List 💌 | Discount 🔺 | Price  |
|--------|---|--------|------------|--------|
| Delete | Student:<br>Product: TIA University On The Expressway<br>Location: Online via My Dashboard<br>Dates: 3/2/2022 - 12/31/2049<br>Status: Confirmed<br>Enroll another student | \$0.00 | \$0.00     | \$0.00 |
|        | Grand Total   | \$0.00 | \$0.00     | \$0.00 |

To complete the checkout process, you must agree to the terms and conditions and click the "Place Order" button.

| SIEMENS   | ny               |
|---|------------------|
| Home USA Learning Services Contact Us Tools & Resources My Stuff - Instructor |                  |
| You are here: <u>Home &gt; My.Stuff</u> > Cart                                |                  |
| SITRAIN® LMS Cart   |                  |
| Your order will not be complete until you click the place order button below! |                  |
| Payment Summary   |                  |
| Method of Payment:  | Billing Address: |
| No charge.  |                  |

| 211           | Item  | List + | Discount + | Price  |
|---------------|---|--------|------------|--------|
| <u>Delete</u> | Student:<br>Product: TIA University On The Expressway<br>Location: Online via My Dashboard<br>Dates: 3/2/2022 - 12/31/2049<br>Status: Confirmed<br>Enroll another student | \$0.00 | \$0.00     | \$0.00 |
|               | Grand Total   | \$0.00 | \$0.00     | \$0.00 |
|               | Grand Total   | \$0.00 | \$0.00     |        |

Once processed, you will receive a welcome letter with instructions for how to access the curriculum.