

NON-IOWA DOT EMPLOYEE WEB-BASED TRAINING REGISTRATION INSTRUCTIONS

STEP #2



Go to...

[IowaDOT U](#)

If you already have a user name and password, sign in and go to Step #3.

Otherwise, select "Register Here"...

Complete the registration information. Note the required information, indicated in red and with an asterisk (*), and click "Save."

Be sure to remember the username and password you created. You will use this each time you log in to IowaDOT U.

Sign in to IowaDOT U, using the username and password you created.

STEP #3



Find a web-based training course...

- ☒ Click on the "Search" tab.
- ☒ Click on "Catalog" on the left-hand side of the webpage.
- ☒ Open the list of courses at the left by clicking on the plus sign next to "Catalog."
- ☒ Click on the plus sign next to "TTCP."
- ☒ Click in the box next to "TTCP Online Training."
- ☒ Click on the red, "Search" button, located above the "Catalog" folders.

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STEP #4



Register for a web-based course...

Find the course in which you want to register. The screen will show the available courses.

- ☒ Click on the "Enroll" button.
- ☒ You can add multiple, web-based courses to your list and take them at a later-time.

STEP #5



Begin a web-based course...

- ☒ Click the "Overview" tab.
- ☒ Under the "My Task" bar, locate the course, in which you enrolled, and click on the "Launch" button.