

Child Passenger Safety Learning Portal

How-To Guide - Group Admin Enrolling Self in Courses



Group Admin: Enrolling Self in Courses

✓ Login to your carseateducation.org account.

You will automatically see your Group Admin Profile

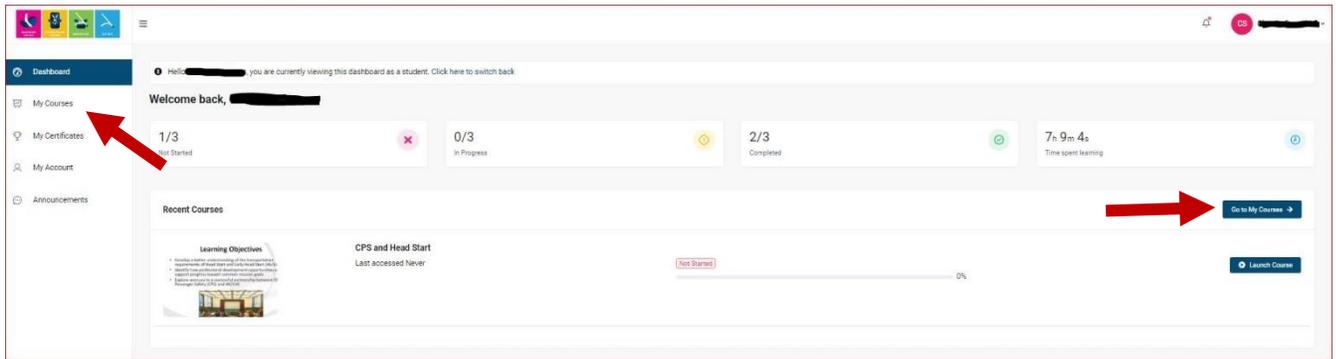
ID	Name	Seats	Student Progress	Active in Last 24h	Actions
16	LATCH Manual 201: Take it to the Next Level!	0/∞ ∞ spots	0/0 completed	0 students	...

Enrolling in a Course as a Student

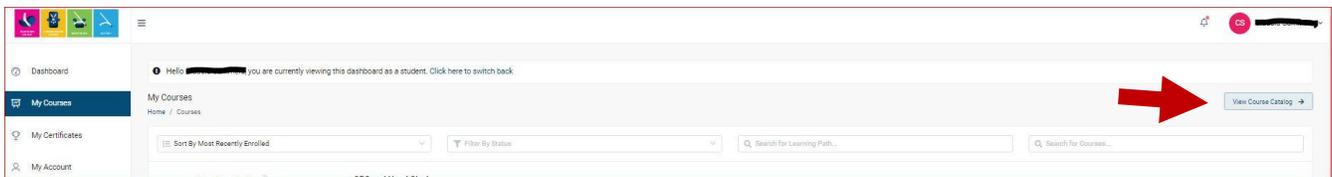
1. Select "View As Student"

ID	Name	Seats	Student Progress	Active in Last 24h	Actions
16	LATCH Manual 201: Take it to the Next Level!	0/∞ ∞ spots	0/0 completed	0 students	...

4. Select “My Courses” on the left or the “Go to My courses” blue link on the right.

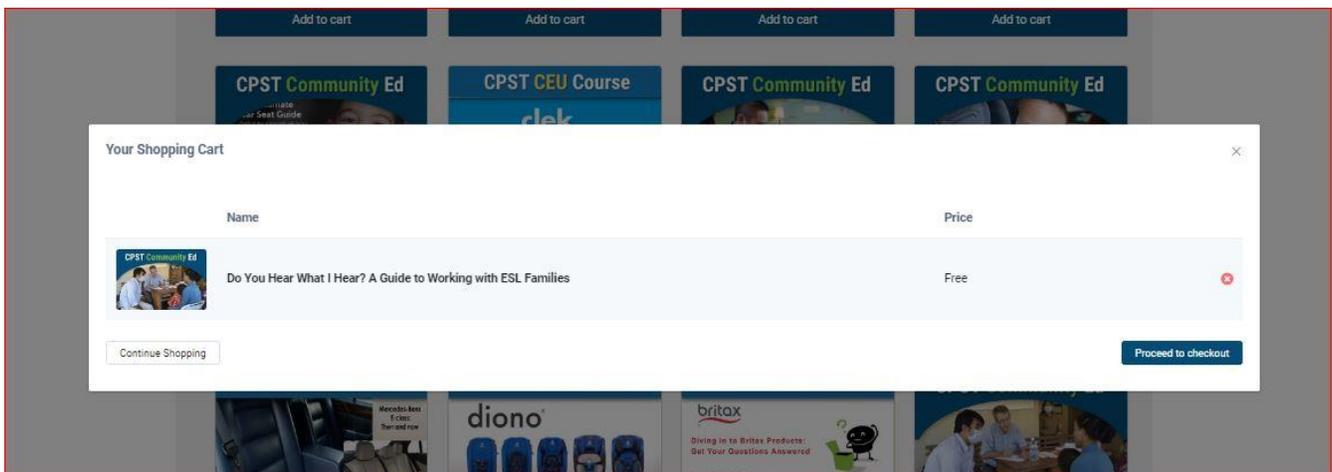


5. Select View Course Catalog

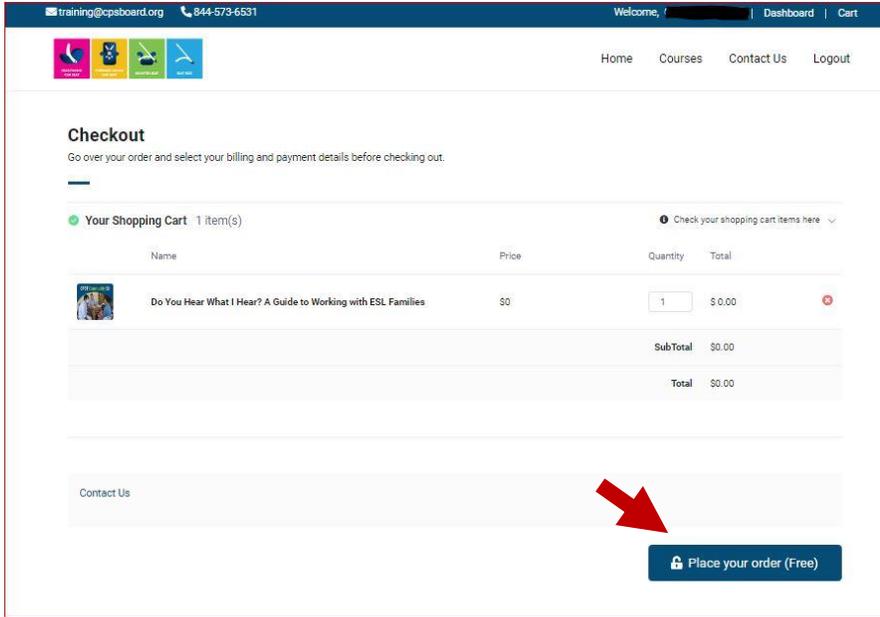


6. Select course(s) and add them to your cart.

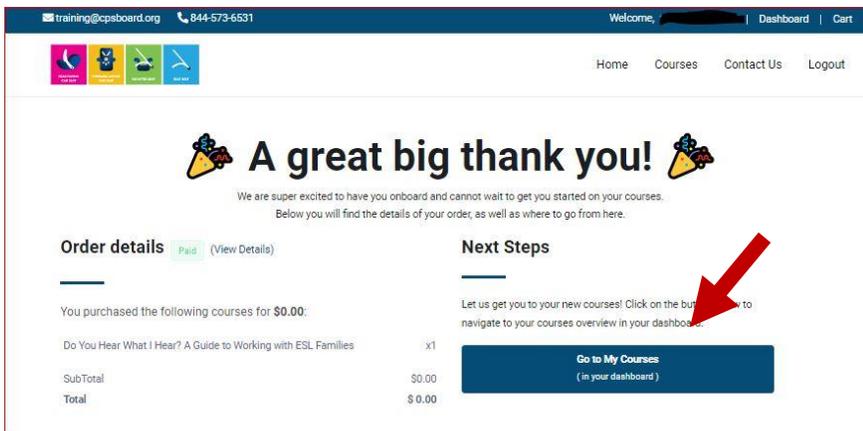
7. Click **Proceed to Checkout**



8. Select “Place Your Order”



9. You will see a confirmation screen. Select “Go to My Courses”



10. You will be redirected to your “My Courses” page.

11. Select “Launch Course” for the course you wish to take.

For more help, see [Taking a Course in the Child Passenger Safety Learning Portal](#)

12. If you wish to view your Group Admin Dashboard, select “Click Here to Switch Back” at the top of the screen.

