How to Register for the LMS

1. Go to csbstraining.org. *(Internet Explorer is the recommended browser.)*
2. Click the **Register** link in the top right corner.
3. Complete all fields marked by a red asterisk (*).
   a. It is recommended that you make your user name the same as your email address.
   b. **Select “Industry – State Licensing” for Code.**
   c. Provide the full name of your company for “Organization.”
4. Click the **Register** button. A confirmation email is sent. *(There may be a delay.)*
5. Click the link in the confirmation email that is sent from LMSAdmin@csbs.org.
6. A new tab or window opens in your browser confirming your registration, allowing you to log in.

**How to Purchase and Enroll in a Webinar or Course**
1. Log in to the LMS with your user name and password.
2. Hover over the desired course and click the **Buy Now** button.

3. A course description window opens. Click the **Buy Now** button again.

4. Complete the payment process.
5. Once you have paid and registered for the course, it will appear under the **My Courses** section.

If you have any questions or issues, contact us at [LMSAdmin@csbs.org](mailto:LMSAdmin@csbs.org).