SEARCH FOR A TRAINING

- Click the *Training Calendar* link on the *My Profile* page.

- From this screen you can do a basic search for a training on the Early Childhood Training Calendar. You can also page through the calendar to search for a training.
- To do a more advanced search of the training calendar, click the *Advanced Search* button.
- You can use any of the search filters to search for the training you are looking for.

1. **Search for Training** – Enter all or part of a training name you are searching for.
   - Acronyms are not used (Exception examples: CPR and ECERS-3)
2. **From Date** – Enter the date you want your search to begin.
3. **To Date** – Enter the date you want your search to end.
4. **Language of the Session** – Search for a training being offered in a certain language.
5. **Trainer** – Enter the name of the person that is listed as the trainer.
6. **Early Learning Connection Region** – Enter the ELC region(s) that the training took place, or is taking place in.
7. **Audience** – Select the audience type that the training was targeted for.