Purpose: This user guide is a reference to outline how USTA Officiating webinar participants can access the LRC (Learning Resource Center) to enroll in upcoming sessions

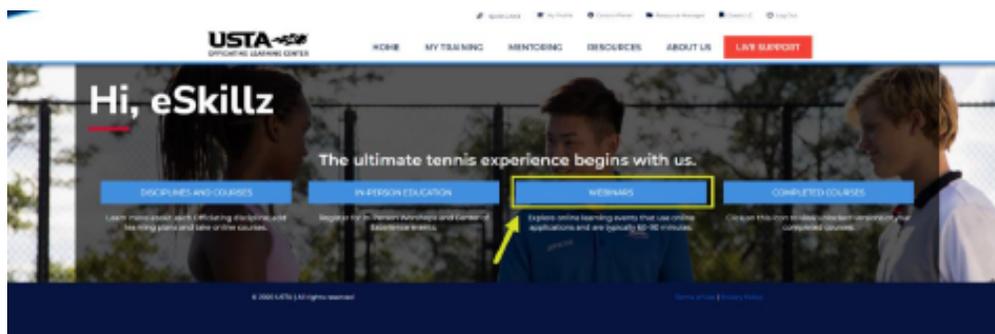## LOGIN
Navigate to: https://lrc.learn.taleo.net/ustaofficiating and login with your self-created username/password.

If you need assistance accessing your account, select the Chat with Live Support button.
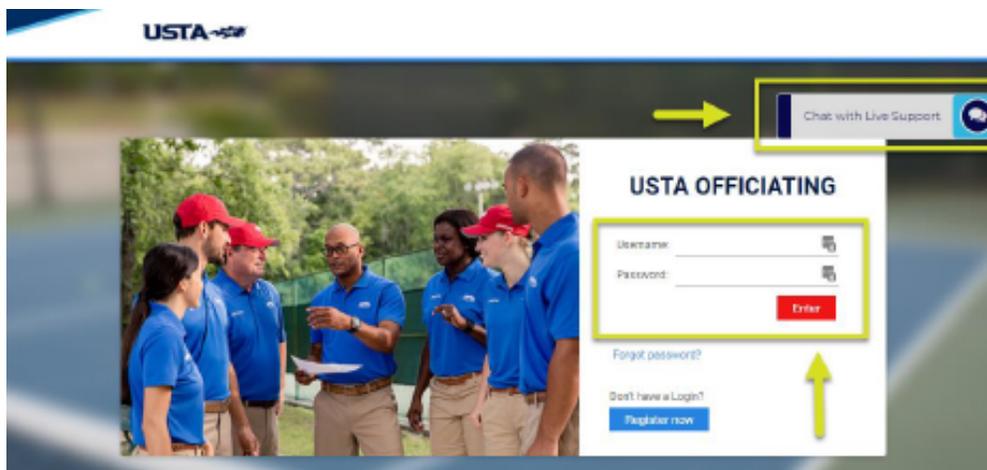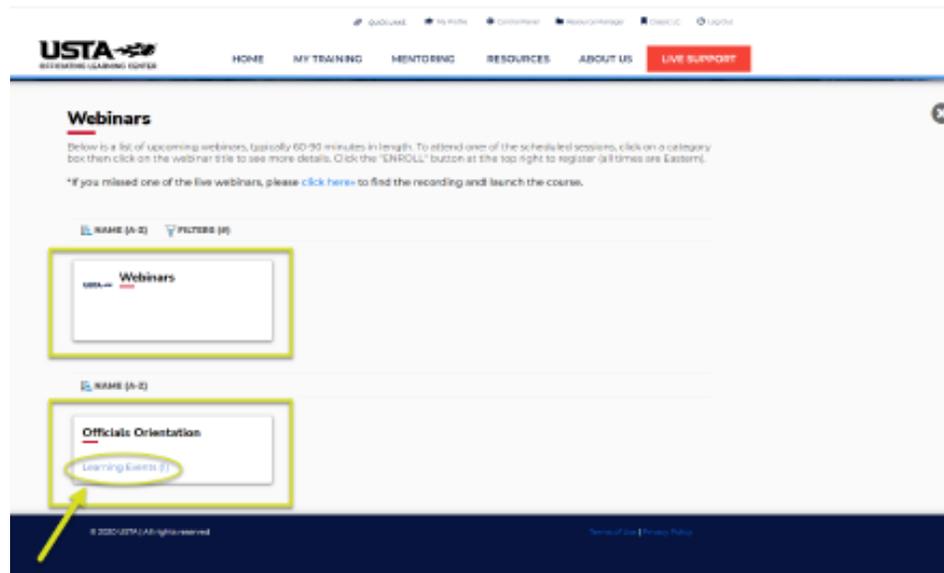

WEBINARS
1. Select the **WEBINARS** button on the homepage.

2. Scroll down to the Webinars section at the bottom of the page and locate the category boxes. Select the **Learning Events** hyperlink under the desired category box for the webinar type you are planning to register for.

NOTE: There may be two category boxes available depending on your permissions – Webinars and Officials Orientation.


3. The list of webinars will show-up on the page. Click on the **More link** to view the full description. Click on the **webinar title** to open the enrollment and register (i.e "*Welcome to the USTA Officiating Family – 01/26/23*")
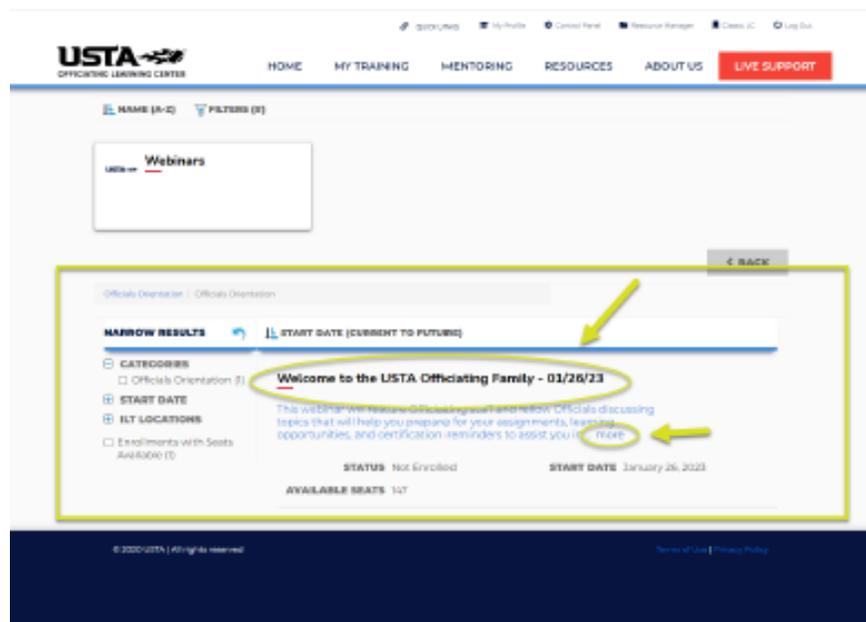
4. Review the details of the upcoming webinar and decide if you would like to register. Click on the **ENROLL button** to sign up for the virtual training session. **AFTER** you **ENROLL,** you will receive an **email confirmation** that contains the **link to join** the virtual meeting room.

If you need help or have a question with the enrollment process, contact **LIVE SUPPORT** at anytime by clicking on the **red button** in the top menu bar. You can also send an email to ustalrc.officials@eskillz.com.

NOTE: The link to the online meeting platform will not be provided until you enroll in Learning Resource Center
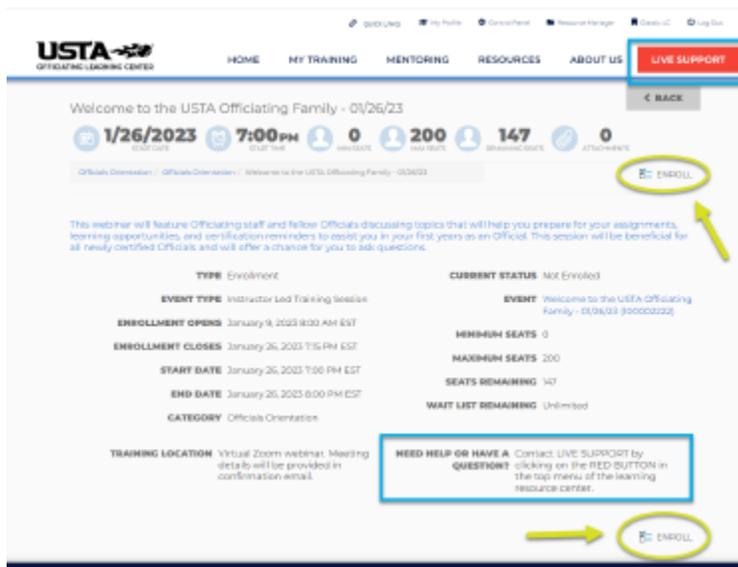
5. After enrolling, the system will display a **green confirmation message** and you should **receive an automated email message** containing the **link to join** the virtual training. If you are unable to attend, you can always **DROP** the session at any time by following the same steps to locate the webinar as before.