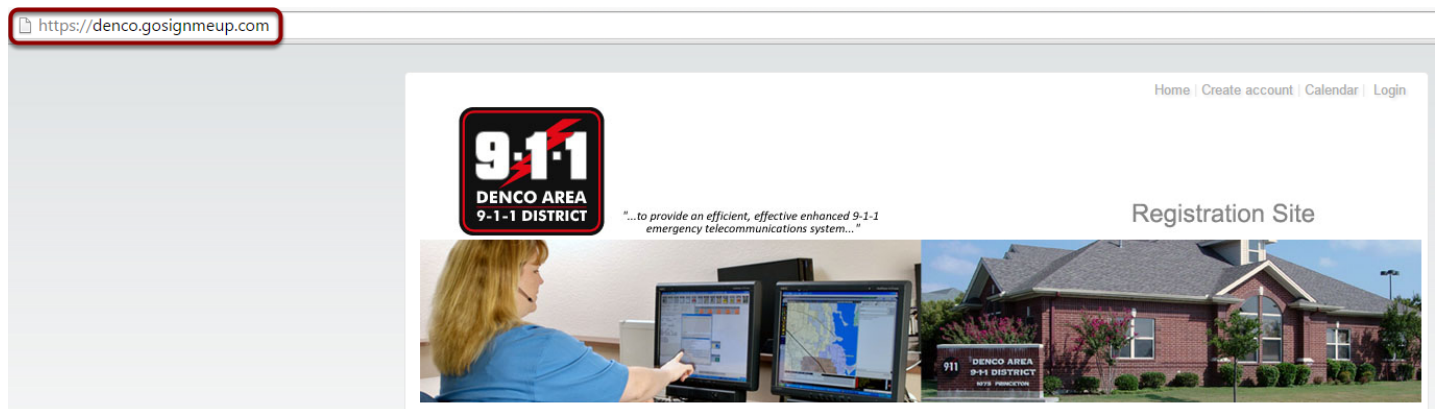


# How Do I Register for a Denco Course

This lesson will show you how to use our registration software.

**1) Make sure you are on our registration site at:  
<https://denco.gosignmeup.com>**



**2) The first thing you will want to do is create an account. Or login using your Username and Password if you already have one.**



3) To create an account, please fill in all required information. Click on "Agree and Create Account" to proceed.

Welcome Visitor

User Registration

Please enter information required.

Account & Contact Information

First Name \*

Last Name \*

Username \*

Password \*

Confirm Password \*

E-mail Address \*

Confirm E-mail Address \*

Phone \*

Date of Birth:

PID:

Billing Information

Department/Agency \*

Location \*

Address, City, State, Zip:

Country \*

Do you agree to the terms and conditions of our [Registration Policy](#)?

Agree and Create account

You must agree to our Registration Policy to continue.

4) On the home page, you can search for courses in different ways.

Welcome Anthony Test

Browse Courses

1 Search

Empty

2 Show All

+ Manager

+ Supervisor

+ Telecommunicator

From

Until

Sort by: Default | Course number | Course name | Course start | Location | Course time | Course date

Active Shooter for Telecommunicators

5309

An Active Shooter is an individual actively engaged in killing or attempting to kill people in a confined and populated... [More](#)

Starts: Wed, 1/6/2016 8:30 AM

Session: 1

Pricing: \$25.00 (Out of District)

Location: [Training Room 1](#)

Status: 30 open seats left

Add to cart

EMD Q Certification

3896

This two day intensive training program provides participants with the tools and understanding to properly evaluate and... [More](#)

Starts: Fri, 1/15/2016 8:30 AM

Sessions: 2

Pricing: \$509.00 (Out of District)

Location: [Training Room 1](#)

Status: 30 open seats left

Add to cart

Spanish for Telecommunicators

22109

This three day course will give the Telecommunicator basic instruction in pronunciation and phrases used in Spanish to... [More](#)

Starts: Mon, 2/1/2016 8:30 AM

Sessions: 3

Pricing: \$50.00 (Out of District)

Location: [Training Room 1](#)

Status: 30 open seats left

Add to cart

1) You can search for specific courses using the search bar.

How Do I Register for a Denco Course

Page 2

2) You can search for courses by searching through the categories/locations on the left hand side.

5) Once you find the course you are looking for, you can add it straight to your cart by clicking on "Add to cart". Or See more information by clicking on the Course Name.

Welcome Anthony Test

Search

Empty

Browse Courses

Show All

+ Manager

+ Supervisor

+ Telecommunicator

From

Until

Sort by: Default | Course number | Course name | Course start | Location | Course time | Course date

**Active Shooter for Telecommunicators**

5309  
An Active Shooter is an individual actively engaged in killing or attempting to kill people in a confined and populated... [More](#)

Starts: Wed, 1/6/2016 8:30 AM

Session: [1](#)

Pricing: \$25.00 (Out of District)

Location: [Training Room 1](#)

Status: 30 open seats left

Add to cart

**EMD Q Certification**

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This three day course will give the Telecommunicator basic instruction in pronunciation and phrases used in Spanish to... [More](#)

Starts: Mon, 2/1/2016 8:30 AM

Sessions: [3](#)

Pricing: \$50.00 (Out of District)

Location: [Training Room 1](#)

Status: 30 open seats left

Add to cart

## 6) Here is the courses information page. You can see more information about the course here.

**5309 Active Shooter for Telecommunicators**

An Active Shooter is an individual actively engaged in killing or attempting to kill people in a confined and populated area. Active shooters use firearms(s) and in most cases, there is no pattern or method to selection of victims. Active shooter situations are unpredictable and evolve quickly. Typically, the immediate deployment of law enforcement is required to stop the shooting and mitigate harm to victims. Active shooter situations are often resolved within the first few minutes, before law enforcement arrives on the scene. This class will examine active shooters and various incidents. The course will cover appropriate Telecommunicator actions including questioning techniques and identification of call types that may lead to an active shooter incident.

**Contact**  
Mindy Adams, Training Coordinator  
972-221-0911

**Credits**  
CE Contact Hours : 8

**Location**  
Training Room 1, 1075 Princeton St  
Lewisville, Texas 75067  
Room: Denco Area 9-1-1 District Offices

**Dates and Times**  
Starts: Wed, Jan 6, 2016 8:30 AM  
Sessions:  
Wed, Jan 06, 2016 8:30 AM - 4:30 PM  
Registration closes: Wed, Jan 6, 2016 8:30 AM

**Instructor(s)**  
Mindy Adams  
Educational Background (College/University with Degree earned): Associate Degree in Fine Arts June 2012; ENP August 2012; RPL August 2006; TCLEOSE Ins\_\_

**Additional Offering(s)**

Course Name	Starts	Status
Active Shooter for Telecommunicators	9/8/2015 - 8:30 AM	Class full
Active Shooter for Telecommunicators	11/19/2015 - 8:30 AM	Space available
Active Shooter for Telecommunicators	4/11/2016 - 8:30 AM	Space available
Active Shooter for Telecommunicators	7/11/2016 - 8:30 AM	Space available

**Add to cart**  
Pricing  
\$25.00 - Out of District

- 1) The top area shows some social media links where you can share this course with others. It also has the path you took to get here in case you want to go back. You can see the Course Number and the name of the course.
- 2) This area shows a description of the course
- 3) This area shows the contact, credits, location and any visual icon for the course if any.
- 4) Dates and Times shows additional information including when the course starts and the sessions of the course or whether this is an online course.
- 5) Instructors shows the instructors that will be instructing the course, including a bio if they have one.
- 6) Additional Offerings is where you can see courses with same name but may be offered at different times.
- 7) This area is where you can add the course to your cart by clicking "Add to Cart". You will also have to mark required information here including pre-requisites or materials.

7) You can continue adding courses to your cart, or click on the cart to see what is in there.

Welcome Anthony Test

Search

1 item

Browse Courses

From [ ] Until [ ]

Sort by: Default | Course number | Course name | Course start | Location | Course time | Course date

Course Name	Course Number	Start Date	Session	Pricing	Location	Status	Action
<a href="#">Active Shooter for Telecommunicators</a>	5309	Wed, 1/6/2016 8:30 AM	1	\$25.00 (Out of District)	<a href="#">Training Room 1</a>	30 open seats left	Checkout
<a href="#">EMD Q Certification</a>	3896	Fri, 1/15/2016 8:30 AM	2	\$509.00 (Out of District)	<a href="#">Training Room 1</a>	30 open seats left	Add to cart
<a href="#">Spanish for Telecommunicators</a>	22109	Mon, 2/1/2016 8:30 AM	3	\$50.00 (Out of District)	<a href="#">Training Room 1</a>	30 open seats left	Add to cart

8) After clicking on your cart you can see what is inside of it and the total price. You can also delete the items by clicking the "x" or "Empty Cart". To continue click on "Go to Cart".

Welcome Anthony Test

Search

1 item

Browse Courses

From [ ] Until [ ]

Sort by: Default | Course number | Course name | Course start | Location

Course Name	Course Number	Start Date	Session	Pricing	Location	Status	Action
<a href="#">Active Shooter for Telecommunicators</a>	5309	Wed, 1/6/2016 8:30 AM	1	\$25.00 (Out of District)	<a href="#">Training Room 1</a>	30 open seats left	Checkout
<a href="#">EMD Q Certification</a>	3896	Fri, 1/15/2016 8:30 AM	2	\$509.00 (Out of District)	<a href="#">Training Room 1</a>	30 open seats left	Add to cart
<a href="#">Spanish for Telecommunicators</a>	22109	Mon, 2/1/2016 8:30 AM	3	\$50.00 (Out of District)	<a href="#">Training Room 1</a>	30 open seats left	Add to cart


Active Shooter for Tel... \$25.00

Sub-total: \$25.00


Empty cart


Checkout


9) When you continue you will be taken to the Checkout section. In the Review area you can review all the items. Make sure it is all correct and click on "Proceed to Next Step" to enroll in the course.


 1 item

Welcome Anthony Test










Log in/ Create Account   Review   Payments   Receipt & Confirmation


Review your current order [Add more courses](#)

Course Name	Date(s)	Time(s)	Price	
5309 Active Shooter for Telecommunicators - 2571 <i>Out of District</i>	1/6/2016	8:30 AM - 4:30 PM	\$25.00	


[Proceed to Payment](#)


Please answer any of the required questions/pre-requisite requests before you proceed. \*Note if there is no payment required, this will enroll you in the course.


**10) For credit card payments click on "Place Order Now" to be taken to the payment screen to enter your credit card information. Or choose another Payment method first.**


 1 item

Welcome Bill Adams





 Log in/ Create Account

 Review

 Payments

 Receipt & Confirmation


For Credit Card Payment, Click "Place Order Now".



You must press the button below to complete registration.


Place Order Now

11) You are now registered! You will be taken to the order confirmation page where you can print this for your records.



"...to provide an efficient, effective enhanced 9-1-1 emergency telecommunications system..."

Registration Site

 Empty

Welcome Anthony Test

✓

✓

✓

4

Log in/ Create AccountReviewPaymentsReceipt & Confirmation

Thank you for enrolling!

## Order Receipt

**Participant Information:**  
Anthony Test  
city , ca , 92626  
[anthony@gosignmeup.com](mailto:anthony@gosignmeup.com)  
5555555555

**Order Details**

Course name	Course#	Dates	Status	Price
Active Shooter for Telecommunicators	5309	1/6/2016 8:30 AM - 4:30 PM	Enrolled	\$25.00

**Enrollment Details:**  
Date: 8/12/2015 11:20 AM  
Registration number: C1JT47CW6860787  
Username: anthony@gosignmeup.com

**Payment Details:**  
Purchase Order 123

Print Receipt

Continue Shopping For Courses

Back To User Home

You will also get a confirmation email sent to you.