Enrolling in a NHI Web-based Training Course
www.nhi.fhwa.dot.gov
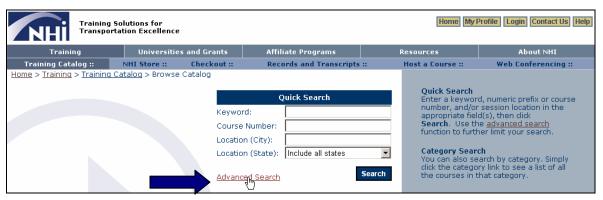
Step 1: Login to the NHI Web site

The first time you login, you'll need to register on the NHI Web site. Similar to commercial Web sites, NHI collects basic information to maintain customer records. Your User ID will appear after you complete the registration process. Save your User ID and Password for future use. **If you are an FHWA employee, use your UPACS account to login.**
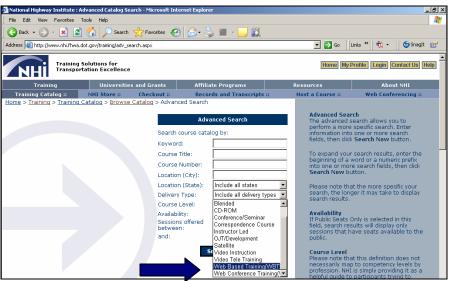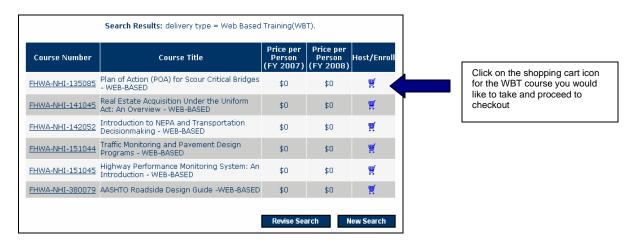
NHI User ID:_____   NHI Password:_____

Step 2: Search for Web-based Courses

Step 3: Enroll in a WBT Course

	Search Results: delivery type = Web Based Training(WBT).			
Course Number	**Course Title**	**Price per Person (FY 2007)**	**Price per Person (FY 2008)**	**Host/Enroll**
FHWA-NHI-135085	Plan of Action (POA) for Scour Critical Bridges - WEB-BASED	$0	$0	🛒
FHWA-NHI-141045	Real Estate Acquisition Under the Uniform Act: An Overview - WEB-BASED	$0	$0	🛒
FHWA-NHI-142052	Introduction to NEPA and Transportation Decisionmaking - WEB-BASED	$0	$0	🛒
FHWA-NHI-151044	Traffic Monitoring and Pavement Design Programs - WEB-BASED	$0	$0	🛒
FHWA-NHI-151045	Highway Performance Monitoring System: An Introduction - WEB-BASED	$0	$0	🛒
FHWA-NHI-380079	AASHTO Roadside Design Guide -WEB-BASED	$0	$0	🛒

[Revise Search]   [New Search]

Click on the shopping cart icon for the WBT course you would like to take and proceed to checkout

Step 4: Checkout

Please proceed to checkout once you have added the WBT course to your cart. The link to the checkout page can be found in the sub-menu bar. WBT courses are currently free of charge, but you still need to go through the checkout process.

NHI Training Solutions for Transportation Excellence

[Home] [My Profile] [Login] [Contact Us] [Help]

Training	Universities and Grants	Affiliate Programs	Resources	About NHI

Training Catalog ::   NHI Store ::   Checkout ::   Records and Transcripts ::   Host a Course ::   Web Conferencing ::

ome > Training > Training Catalog > Browse Catal... Advanced Search > Catalog Listing

Search Results: delivery typ... Web Based Training(WBT).

Courses
Click each course number link for more

Step 5: Access the WBT Course

After checking out, you will receive 2 emails: 1 confirming your enrollment in the course and 1 with step by step instructions for accessing the course. Print out these instructions and refer to them to access the course. You will need to create an account on our distance learning platform, Adobe Connect. Your User ID will be the email address you provide. Please save your User ID and Password for future use. Following this registration, you will receive an email with a link to the course.

Adobe User ID:_____   Adobe Password:_____

Questions?

If you have any questions regarding enrolling or accessing a NHI WBT course, please contact Lexi Buscaglia at (703) 235-0556 or e-mail nhitraining@dot.gov or go the NHI Web site for a list of FAQs (www.nhi.fhwa.dot.gov/training/faqs.aspx).