

Create a New Account in CDC TRAIN and Join the CDC HIV Capacity Building Assistance (CBA) Learning Group

Note: If you already have an existing TRAIN account (from any affiliate) log in and skip down to Step 3.

Step 1: Create CDC TRAIN Account

- Go to <https://www.train.org/cdctrain/>.
- Select the **Create an Account** link and follow the prompts to create an account.
- Create a login name.
 - Letters and numbers only
 - Minimum of four characters
- Create a password.
 - Must contain at least six characters with at least one capital letter and one number
- Enter your work email address.
- Enter your first and last name.
- Select your time zone.
- Enter your work zip/postal code.
- Read and agree to all CDC TRAIN policies.
- Select the **Next Step** button
- Prepare to select a more detailed group selection for CDC TRAIN. Select a Community of Practice/Group that aligns with your job role or work setting. Select **Continue**.
- Select the green button to confirm your selection. *If you are in a TRAIN state, you may be asked to select a group for the state.*
- Make the best selection from the given choices and then select the **Confirm** button.
- Select the blue **Finish Creating Account** button after you confirm your selections.

The image shows a login form with the following elements:

- Input field for "Login Name"
- Input field for "Password"
- Link: [Forgot Your Login Name / Password?](#)
- Blue "Login" button
- Checkbox: Keep me logged in
- Link: [Create an Account](#) (circled in red)

Welcome to CDC TRAIN

CDC TRAIN is a gateway into the [TRAIN Learning Network](#), the most comprehensive catalog of public health training opportunities. TRAIN is a free service for learners from the Public Health Foundation.



CDC TRAIN provides access to more than 1,000 courses developed by the Centers for Disease Control and Prevention (CDC) programs, grantees, and other funded

Step 2: Complete User Profile

- Select your name in the top right corner
- Select **Your Profile** link in the top right corner to complete any required account information.
- Any required area of your profile to be completed will have a red exclamation mark next to it.
- Select the exclamation mark to update each field. All fields must be completed before you can register for courses.
- Complete each field and save the entry by selecting the **Save** button on the top right corner of the page.
- Continue this action until all fields have been updated.
- You can search CDC TRAIN for courses without all required information, but in order to register and take a course, you will need to complete your profile.
- Remember to **OPT IN** to receive emails from CDC TRAIN.

The screenshot shows the top right corner of the CDC TRAIN interface. The user is logged in as 'Administrator'. A dropdown menu is open, showing 'Your Profile' and 'Log Out, ADMINISTRATOR'. The 'Your Profile' option is circled in red. Below the dropdown is a survey prompt: 'What do you think of the new site? Your opinion is important to us!'. The main content area shows a sidebar with navigation links (HOME, COURSE CATALOG, YOUR LEARNING, ADMIN, HELP) and an 'Announcements' section with a link to 'How to Become a TRAIN Affiliate' dated Jan 26, 2017.

The screenshot shows the 'Your Profile' page. At the top, there are 'Cancel' and 'Save' buttons. The title is 'Your Profile Is incomplete'. Below the title is a progress bar that is mostly green but has a small grey section on the right. A message states: 'Your profile contains all your system settings and attributes. Please note that some fields are required, until you complete all required settings some site functionality may be limited. For your convenience each section in the profile will indicate if it is incomplete.' On the left, there is a 'Manage Groups' sidebar with a table of profile fields: Account, Contact, Address (with a red exclamation mark), and Organization (with a red exclamation mark). On the right, there is a 'Manage Groups' section showing a group named 'National/CDC/Health Educators & Learning Professionals' with a 'Join Another Group' button.

Step 3: Join CDC HIV Capacity Building Assistance (CBA) learning group

- Locate **Manage Groups** in the left navigation of **Your Profile** (click on your name in the top right corner of the CDC TRAIN homepage to access **Your Profile**). Locate the **Join By Group Code** text box.
- Enter group code **HIVCBA** (no space) and select the **Join** button.
- Select **Save** to record your group code.
- Remember to **OPT IN** to receive emails from CDC TRAIN.

Your Profile

Your profile contains all your system settings and attributes. Please note that some fields are required, until you complete all required settings some site functionality may be limited. For your convenience each section in the profile will indicate if it is incomplete.

Manage Groups

Account
Contact
Address
Organization
Professional License Number
Professional Role
Work Settings
Demographic Information
FEMA Student ID Number
Professional License

Manage Groups

Join By Group Search

Georgia

National/CDC

- 1 CDC-INFO (Private Group)
- 1 Migration Health (Private Group)/External Learning Groups
- 1 Health Educators & Learning Professionals
- 1 Laboratory Training
- 1 Leadership & Policy
- 1 Technology & Informatics

Join Another Group

Join By Group Code

Group Code:

Join

Step 4: Access the CDC HIV Capacity Building Assistance (CBA) Training Plan

- From the **Home** page, select **Training Plans**.

CDC TRAIN

HOME

- COURSE CATALOG
- YOUR LEARNING
- CALENDAR
- RESOURCES
- DISCUSSIONS
- ADMIN
- HELP

Search TRAIN

Announcements

Quick Learn Lessons
Administrator CDC
May 6, 2019

Increase your public health knowledge and skills with these [short courses](#).

1 of 5

Hot Topics

- Opioid Issues
- Ebola Virus
- Zika Virus

Search

- Courses
- Training Plans
- Events

Your Training Status

4 COURSES TO COMPLETE

3 Certificates Obtained

Your Recent Courses

- HIV Medication Project E-Learning Module 4
PH - Safer Sex: An Overview
- Partnership for Health: Safer Sex: An Overview
This course offers continuing
- Section 1, Modules 1, 2, and 3 - Antibiotic Re...
- Module 1 - Infection Prevention & Control Pro...

Courses You May Also Like

- Section 1, Modules 1, 2, and 3 - Antibiotic Re... (3322 Ratings)
- Module 1 - Infection Prevention & Control Pro... (6263 Ratings)

- Scroll down to **HIV Capacity Building Assistance (CBA)** and select.

CDC TRAIN

HOME
COURSE CATALOG
OUR LEARNING
CALENDAR
RESOURCES
DISCUSSIONS
ADMIN
HELP

Search TRAIN

Search By

Any Search By Training Plans

Training Plans X

Autism Case Training	Training Plan
Basics of Public Health Preparedness	Training Plan
Building Awareness of Immunizations & Vaccines	Training Plan
CDC Public Health 101 Training Plan	Training Plan
CDC's Antibiotic Stewardship Training Series	Training Plan
Community Health Assessment & Improvement Planning	Training Plan
Disaster Information Specialist Program - Advanced	Training Plan
Disaster Information Specialization - Basic Level	Training Plan
E is for Epidemiology	Training Plan
Effective Communication for Healthcare Teams	Training Plan
Enteric Disease Outbreak Investigation Module	Training Plan
Environmental Assessment Training Series (EATS)	Training Plan
Environmental Public Health Online Courses (EPHOC)	Training Plan
Foodborne Introductory Training Module	Training Plan
Foundations of Public Health Preparedness	Training Plan
GIS in Public Health	Training Plan
Health Equity Learning Bundle	Training Plan
Health Literacy for Health Professionals	Training Plan
Hepatitis C Online	Training Plan
IIPAA Learning Bundle	Training Plan
HIV Capacity Building Assistance (CBA)	Training Plan
I is for Investigation	Training Plan
Infection Prevention and Control for US Healthcare	Training Plan
Medical Reserve Corps Epidemiology Training	Training Plan
National HIV Curriculum	Training Plan

- The **Capacity Building Assistance (CBA)** training plan is where you will find all the Capacity Building Assistance elearning and classroom trainings.

HIV Capacity Building Assistance (CBA)

[← Back](#) [+ Register](#)

ID 2568

This training plan includes scientifically proven, cost-effective, and scalable interventions and best practices from the Compendium of Evidence-based Interventions and Best Practices for HIV Prevention. They are primarily geared towards U.S.-based HIV prevention providers in health departments, community-based organizations and healthcare organizations. Other geographic regions may find the content of this site suitable for adaptation to their populations.

Name	Completed Date	Score	Hours	Status
ARTAS 0 courses required				
ARTAS Online Pre-Course Training Module			1h	Not Started
ARTAS Strengths-Based Case Management Online Pre-Course Training Module			1h	Not Started
ARTAS Classroom Training			16h	Not Started
CLEAR 0 courses required				
Choose Life! Empowerment! Action! Results! (CLEAR) Overview Online Pre-Course Training			2h	Not Started
Choosing Life! Empowerment! Action! Results! (CLEAR) Classroom Training			16h	Not Started
Connect HHP 0 courses required				
Connect HHP Classroom Training			24h	Not Started
d UP: Defend Yourself! 0 courses required				
d-up! Defend Yourself! Online Training Module			40h	Not Started
Every Dose Every Day 0 courses required				
HIV Medication Project E-Learning Module 1: Project HEART			1h	Not Started
HIV Medication Project E-Learning Module 1: Project HEART (Accessible Version)			1h	Not Started
HIV Medication Project E-Learning Module 2: SMART Couples			1h	Not Started
HIV Medication Project E-Learning Module 3: SMART Couples (Accessible Version)			1h	Not Started

- Once logged onto CDC TRAIN and a member of the learning group and training plan, learners will be able to register for courses.
- eLearning and Classroom courses are available.
 - Classroom courses may require completion of online prerequisites via CDC TRAIN to register. Learners will be notified of approval or waitlisting for classroom courses.
 - eLearning courses can be completed at your own pace and are immediately approved upon registration.
- All current courses and training plans will appear in section “Your Learning.” Completed courses will appear in section “My Transcript.”
- Certificates will appear in “My Transcript” for courses that have been successfully completed.
 - Successful course completion may include post-test(s) and evaluation(s).