

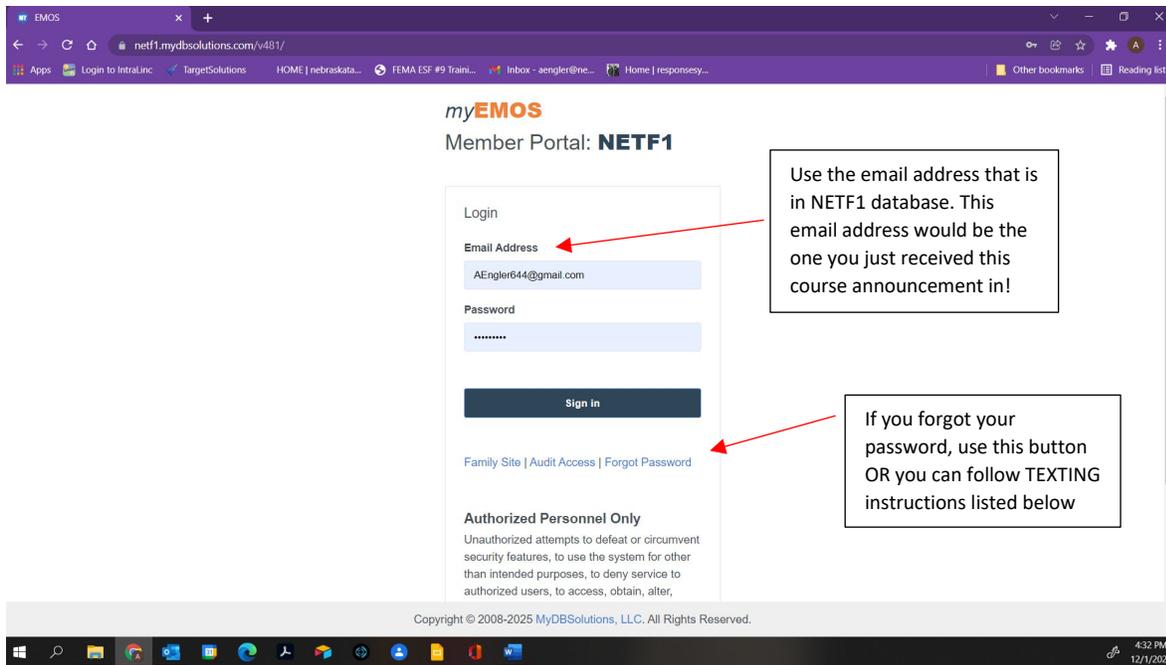
Member Portal Training Directions

Member Portal - Access Here if using QR Code



Member Portal – Access here if using link
<https://netf1.mydbsolutions.com/>

Here is the Member Portal Login Page that you access by the QR code or the Link

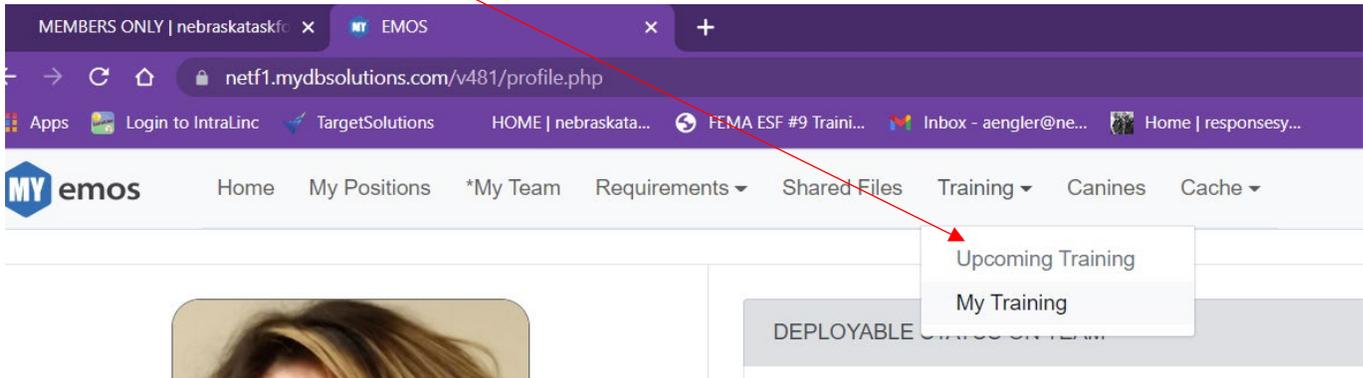


TEXTING INSTRUCTIONS IF YOU FORGOT PASSWORD FOR MEMBER PORTAL

To receive a password to your personnel/training information in the database, you can text **PASS** to 1-833-927-2911 and the information will be texted back to you.

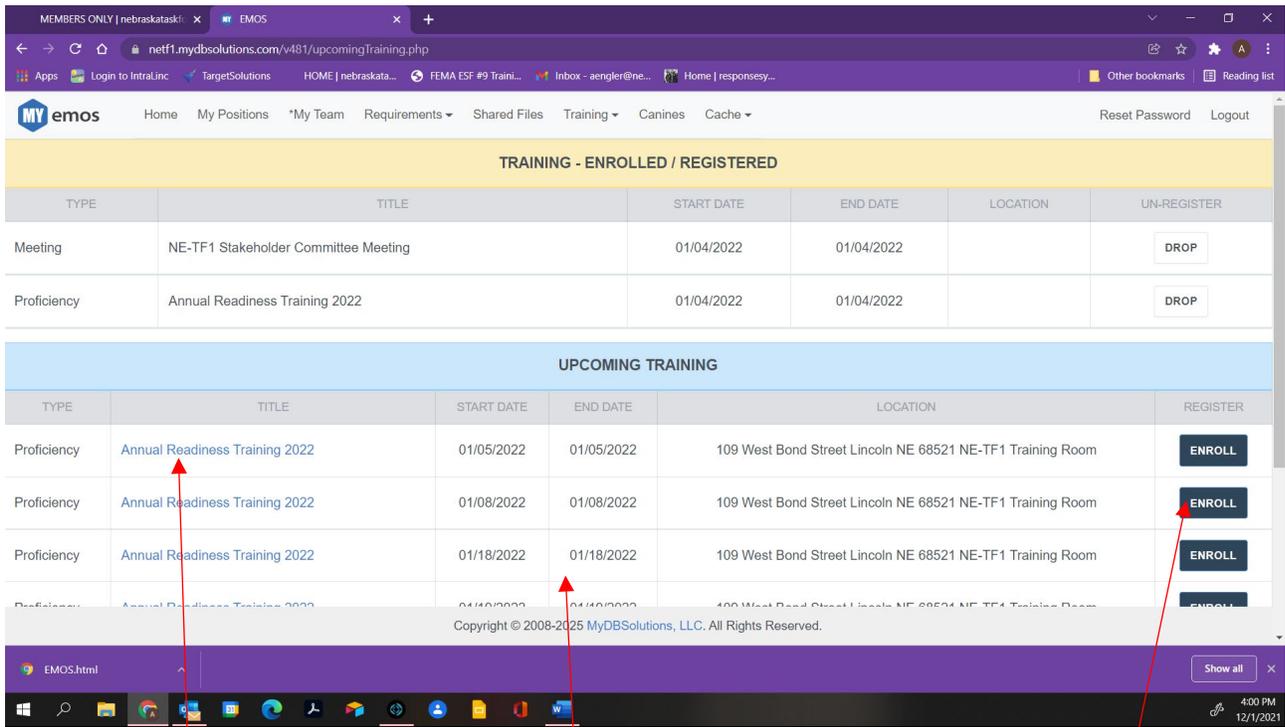
PASS: You will be sent the password to access your records in the member training portal

To register for training:
 1. Click "Training" Tab
 2. Upcoming Training



Registering or Dropping Training

This screen Brings you to all courses your currently registered in or can enroll in. These will give you the available choices for each course



**Verify Title of Course
 you're registering for**

**Verify Date of Course
 you're registering for**

**Click ENROLL once you
 have found the Course &
 Date you want**

If you want to see details of the class click on the Class Link in Blue. A Drop section will display details (Step 1)

Syllabus or any other pertinent documents will be located here once you click on the drop-down Link (Refer to step 1)

UPCOMING TRAINING						
TYPE	TITLE	START DATE	END DATE	LOCATION	REGISTER	
Proficiency	Annual Readiness Training 2022	01/05/2022	01/05/2022	109 West Bond Street Lincoln NE 68521 NE-TF1 Training Room	<input type="button" value="ENROLL"/>	
Description / Information		SYLLABUS		DOCUMENT		
Annual Required Training		N/A		N/A		
Proficiency	Annual Readiness Training 2022	01/08/2022	01/08/2022	109 West Bond Street Lincoln NE 68521 NE-TF1 Training Room	<input type="button" value="ENROLL"/>	
Proficiency	Annual Readiness Training 2022	01/18/2022	01/18/2022	109 West Bond Street Lincoln NE 68521 NE-TF1 Training Room	<input type="button" value="ENROLL"/>	
Proficiency	Annual Readiness Training 2022	01/19/2022	01/19/2022	109 West Bond Street Lincoln NE 68521 NE-TF1 Training Room	<input type="button" value="ENROLL"/>	
Proficiency	Annual Readiness Training 2022	01/25/2022	01/25/2022	109 West Bond Street Lincoln NE 68521 NE-TF1 Training Room	<input type="button" value="ENROLL"/>	

Courses will show that you're registered for!!

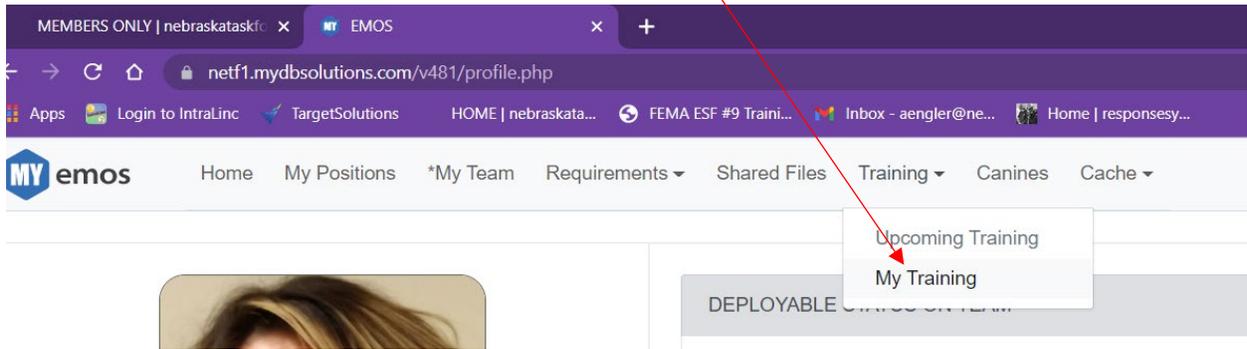
TRAINING - ENROLLED / REGISTERED						
TYPE	TITLE	START DATE	END DATE	LOCATION	UN-REGISTER	
Meeting	NE-TF1 Stakeholder Committee Meeting	01/04/2022	01/04/2022		<input type="button" value="DROP"/>	
Proficiency	Annual Readiness Training 2022	01/04/2022	01/04/2022		<input type="button" value="DROP"/>	

To drop a course or enroll in a new date for the same course:
1. Click Drop
2. Enroll in the NEW date you are wanting

THAT'S IT! Its that easy! You will always be able to know what you are registered for. You do not have to ask anymore

Wanting to know Year to Date Training and Training Hours

To check training attendance for the year:
1. Click "Training" Tab
2. My Training



Year to Date Training will display!

MY ATTENDED TRAINING: 1YR THRU TODAY

TITLE	START DATE	END DATE	IN CLASS HOURS	HANDS ON HRS	TOTAL HRS	INST HRS
TYPE: Annual Required						
Annual Readiness Training (ART) 2021	01/26/2021	01/26/2021	3		3	3
Annual Readiness Training (ART) 2021	01/23/2021	01/23/2021	3		3	3
Annual Readiness Training (ART) 2021	01/21/2021	01/21/2021	3		3	3
Annual Readiness Training (ART) 2021	01/21/2021	01/21/2021	3		3	3
Annual Readiness Training (ART) 2021	01/21/2021	01/21/2021	3		3	3
Annual Readiness Training (ART) 2021	01/19/2021	01/19/2021	3		3	3
Annual Readiness Training (ART) 2021	01/09/2021	01/09/2021	3		3	3
Annual Readiness Training (ART) 2021	01/05/2021	01/05/2021	3		3	3

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Contact Ashley with any questions!

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