

# JOB AID: GETTING STARTED WITH EU4T

This document is intended to support EPRI|U for Transmission learners in accessing training and other resources.

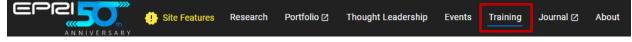
This job aid provides guidance on:

- Accessing EPRI|U for Transmission
- Creating a user account
- Browsing for courses and/or resources
- Searching for courses and/or resources
- <u>Viewing your transcript</u>
- Locating additional support

#### Accessing EPRI|U for Transmission

1. To access training and other resources through EPRI|U for Transmission, go to <u>https://www.epri.com/epri-u</u>

OR, go to the Trainings tab on EPRI.com:



Recommended: Bookmark this website now.

2. Click the **Log In** button:



If it's your first time using EPRI|U for Transmission, go to the <u>Creating a User Account</u> section.



### **Creating a User Account**

1. If it's your first time using EPRI|U for Transmission, click the **Register** button:



2. To create an EPRI|U account, complete the required fields, which are indicated with an asterisk (First Name, Last Name, and Company Email). Then, click the **Next** button:

Account registration is reserved for employees of existing or prospective EPRI customers or suppliers as well as individuals attending EPRI events (meetings, workshops, etc.) or collaborating with EPRI. <u>Before you can proceed with</u> <u>your account reguest, please read and acknowledge EPRI's Privacy Statement. Otherwise, close your browser window</u> <u>to cancel.</u>	EPRI Customer Assistance Center (CAC) 800-313-3774 or 650-855-2121 Option 4 askeori@epri.com
Enter Your Full Legal Name and Company Email 🚺	Hours of Operation: 8:00 AM - 6:00 PM Eastern Time (GMT-5)
First/Given Name* Middle Name Last/Surname*	
Preferred Name	
Company Email* Use only company email	



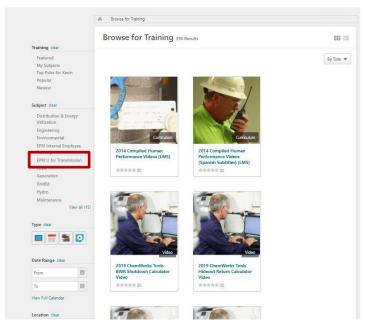
#### **Browsing for Courses and/or Resources**

From the Dashboard, you can browse all available resources in EPRI|U.

1. Click the Learning menu at the top of the screen, and then click Browse for Training:

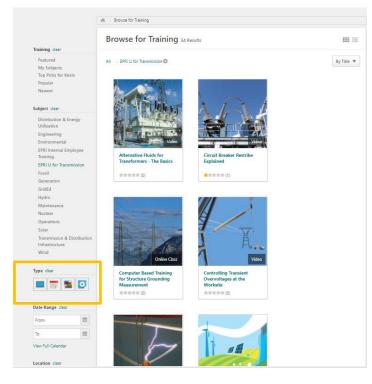


- 2. Only the training material you have access to will display.
- 3. To filter the choices and access the training included as part of EPRI|U for Transmission, click the **EPRI**|U for **Transmission** link in the navigation bar on the left side of the screen:





- 4. The EPRI|U for Transmission page displays, containing a variety of training resources that you can access. Training material is added and/or updated every year.
- 5. You can select additional filters on the left side of the screen, such as **Online Class**, **Event**, and **Video**, to further refine the resources shown:





#### Searching for Courses and/or Resources

If you already know what you're looking for, you can begin a search from the Dashboard.

1. In the Search field, enter a subject, title, or the EPRI Product ID (PID), for the material you want to find. For example, you might enter the PID 30020xxxx.

	Search a a
Home Learning	
EPRI   U Where the energy workforce comes to learn Contact eprin@epri.com if you have any questions. Browse for Training	
Search	9
Featured On Demand	Instructor Led Distance Learning
Your Transcript	
	Payments
Dea Date         Action           Probabilistic Risk Assessment Computer Based Training - Risk-Informed Regulation (PRA-CBT), Version 2.2         None         Launch           ETTM-Electrical and Pneumatic Signal Loops, CBT Module, Version 1.0         None         Launch           Computer Based Training Module on Flow-Accelerated Composition (FAC) for non-FAC Personnel         None         Launch	Payments on the EPRI U Learning Management System: Some courses require a fee to attend or access. EPRI recently activated EPRI U with "shopping cart" functionality to ensure that course registrations are confirmed inmediately and attendees receive their receipts in a timely manner. This is the only option available to pay for courses. Please be prepared to use a credit card when checking out.

- 2. The material that matches your search will display. **Note**: You will only see results for which your company already has access.
- 3. You can also select additional filters on the left side of the screen, such as **Online Class**, **Event**, and **Video**, to further refine the search results.

	Global Search
	Global Search
Training Clear	
Section 2 - 2 - 2 - 2 - 2 - 2 - 2 - 2 - 2 - 2	transformer Search Refine search
	Training results (9)
	P37-101 Transformer Webinar: Alternative Fluids for
	Transformers – The Basics
	Event   WebEx Training Center   \$0.00 This Webinar is part of a series of Webinars in P37-101 (Transformer Life Management).This specific Webinar is on Alternative Fluids.Professional Development Hours:1Product ID: 3002018706
	P37-101 Transformer Webinar: Power Transformer
	Fundamentals. How a transformer works and why we need them
	Event   WebEx Training Center   \$0.00 *********************************
	Alternative Fluids for Transformers - The Basics Video   EPRI  U   50.0 (0) This is one of a series of Copper Book-related webinars covering topics related to high voltage transformer basics. In this session you will learn: When and why alternative fluids are considered What benefits alternative fluids provide What aspects needs to be considered when using an alternative fluid P dw CPRI r.



# **Viewing Your Transcript**

The EPRI|U dashboard displays a summary of your transcript on the left side of the screen, listing your current courses.

1. To open the full transcript, click the **Learning** menu at the top of the screen, and then click **View Your Transcript**:



2. Your EPRI|U Transcript will display, listing your courses and other resources. You can click the **Launch** button to the right of any course to launch it. You can also filter your transcript using the drop-down lists at the top of the screen.

<b>±</b>	Bio 🔻	Feedback Transcript Actions 🔻	
		Active       By Date Added       All Types       Search for training       Completed         Completed       istic Risk Assessment Compute       Based Training - Risk-Informed Regulation (PRA-CBT), Version 2.2       Launch	2
		Archived je Date Status: In Progress	
		Computer-Based Training Module on Flow-Accelerated Corrosion (FAC) for non-FAC Personnel Due: No Due Date Status: In Progress Launch	J



3. If you've completed training that offers Professional Development Hours (PDH), you can view and print a certificate. Filter your transcript to show Completed courses, then click the **View Certificate** button (you must first complete the course evaluation).

## **Additional Support**

If you have any questions, or need support accessing or using EPRI|U for Transmission, email <u>EU4T@EPRI.com</u>.