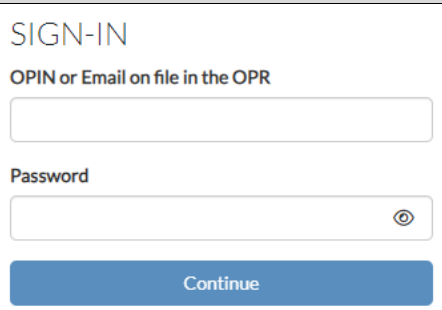
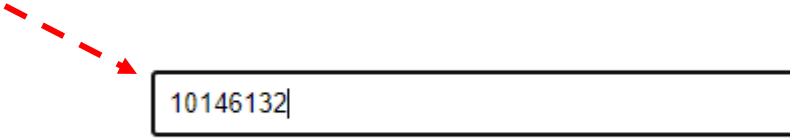
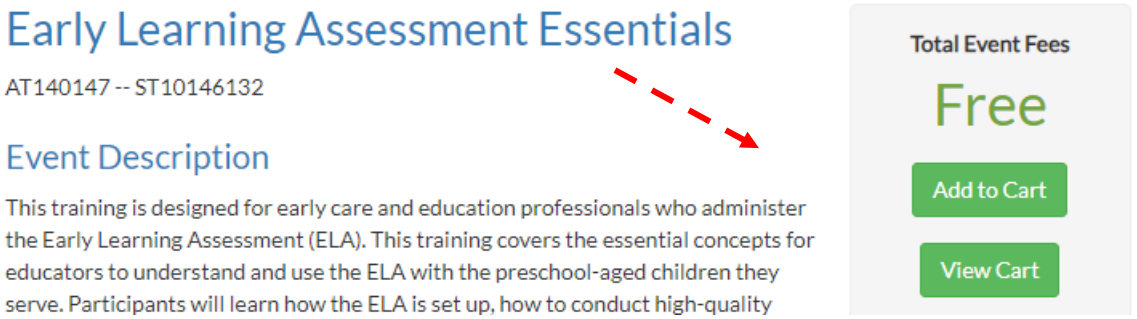
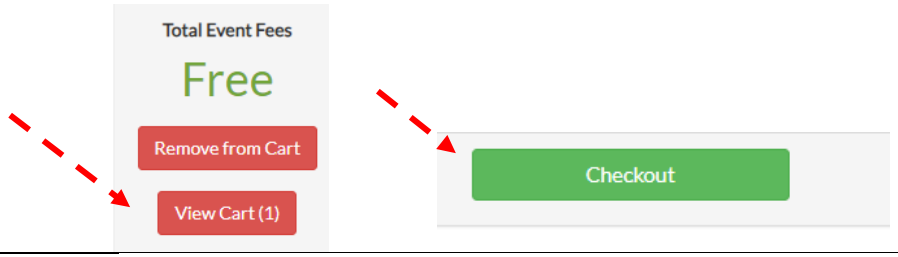
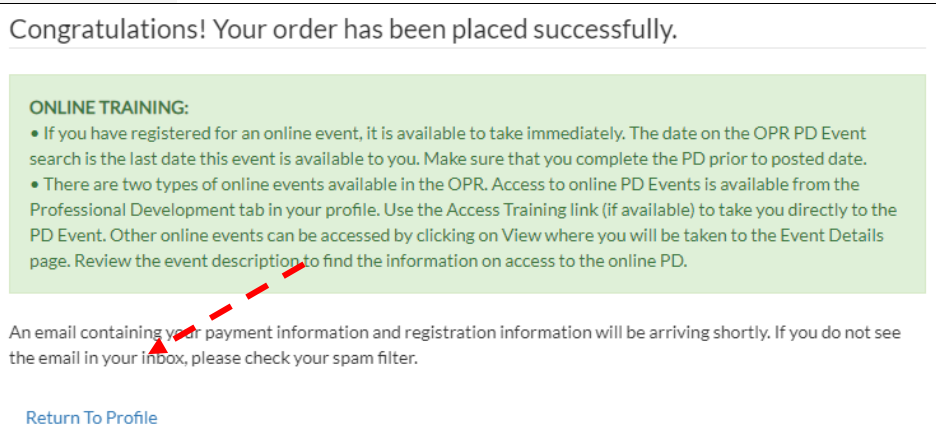
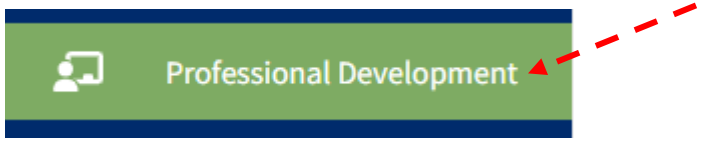
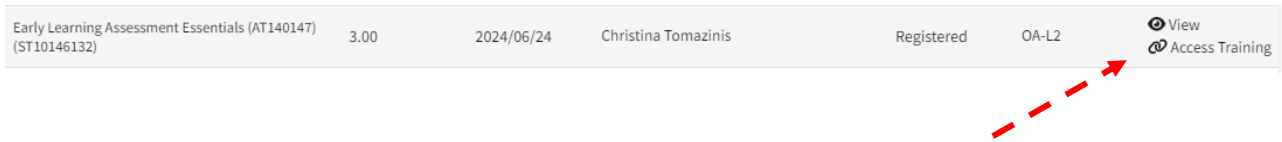
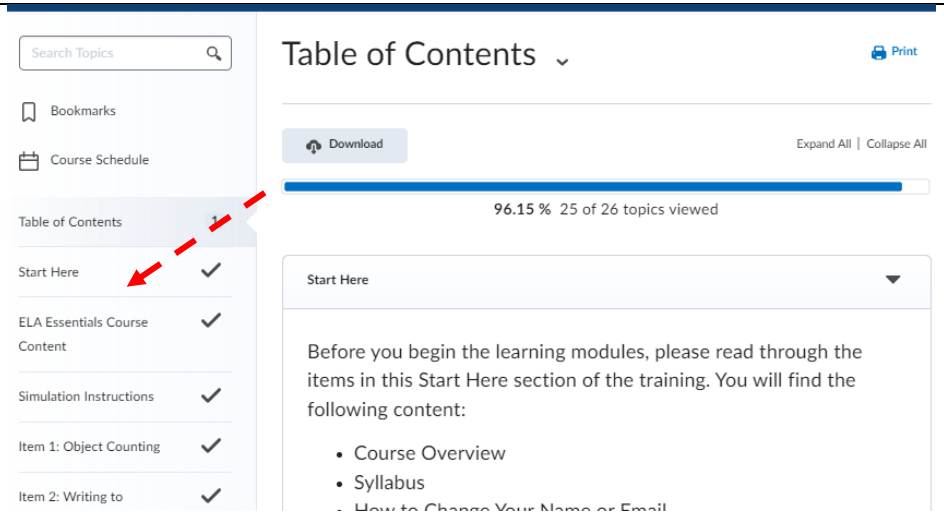
Accessing the Early Learning Assessment (ELA) Essentials Training

Step	Task	Screenshot
1.	Log into your OCCRRA account at Occrra.org.	
2.	Click the **Training Search** link at the bottom of the left side menu.	
3.	In the search bar, type in **10146132** and click **Search**.	
4.	You will be taken to the training page. Click **Add to Cart**.	

Step	Task	Screenshot
5.	Click **View Cart**. Then click **Checkout**.	
6.	You have successfully registered for the course! Click **Return to Profile**.	
7.	Click on the **Professional Development** tab of your left side menu.	
8.	Look for the *Early Learning Essentials* course in your list. Click **Access Training**.	

Step	Task	Screenshot
9.	You are now in the course in the Department of Education and Workforce Learning Management System. After you review the welcome message, click the **Content** tab on the blue toolbar.	
10.	This is your course content dashboard where you access all sections of the course. Click **Start Here** to get started. As you complete each section, you will see a check mark next to it.	

If you have questions or access issues, please contact ELAHelp@childrenandyouth.ohio.gov.