How to Register for a Class in the Faculty and Staff Learning System
(for Organizational Learning & Development Classes)

1. **Log In**
   - Go to *The Faculty and Staff Learning System* at [uab.edu/learningsystem](http://uab.edu/learningsystem) and log in using your BlazerID and strong password.
   - Select **Student/Manager**, then click ![Proceed with Login](#).

2. **Search for class.**
   - Select the catalog tab.
   - In the search box, type the class name and click ![Search](#).

3. **Select class from search results.**
   - Search will return a list of results.
   - Select course by clicking name in list.

4. **Check class schedule.**
   - Click the hyperlink labeled **Show Class Schedule**.

5. **Register for the class.**
   - Click the link to **Register**.
   - Status will display **Registered**.

6. **Check for currently scheduled classes**
   - Scheduled classes are listed at [uab.edu/learndev](http://uab.edu/learndev). If you have interest in a class that is not listed, please click the **Request for Support** link to let us know.