Finding WI Model Early Learning Standards (WMELS) Training

This guide is for individuals looking for Wisconsin Model Early Learning Standards (WMELS) Training on the Wisconsin Registry Statewide Training Calendar.

STEP 1: Go to the Wisconsin Registry Statewide Training Calendar

1. Go to the Wisconsin Registry website www.wiregistry.org and click on the box that says **SEARCH FOR TRAINING**.

STEP 2: Finding WI Model Early Learning Standards Training
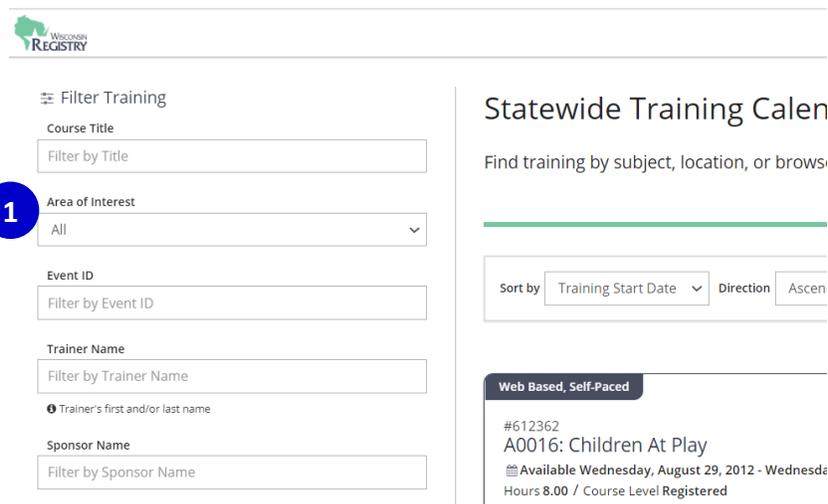
1. Click on the AREA OF INTEREST drop-down.
2. Click on **WMELS** from the drop-down menu.
3. Click on the **SEARCH** button on the bottom of your screen. A list of events that match your search will be shown on the righthand side of your screen.

STEP 3: Reviewing Event Details

#793379

WI Model Early Learning Standards – Virtual, Live (20 hours)

📅 Available Friday, February 1, 2019 - Tuesday, February 1, 2022

Hours **2.00** / Course Level **Tier 2**

Event Location

📍 Example Location

2 ⓘ Registration Required

Fee **$15.00**

📅 Register By **02/01/2022**

Description

This course provides information about guiding children's behavior and building self control. Topics include: indirect guidance, behavior management, and understanding behavior.

Course ID **268267** / Course Type **General Continuing Education** / Course Category **Early Childhood**

1 View Course Details

Trainers

👤 Sally Trainer

Sponsor

Example Training Organization

1. Click the **VIEW COURSE DETAILS** button to learn the details of the training including the times and dates for each session and contact information if you have questions about the training.
2. Be sure to review the listed information here including registration fees and deadlines.

STEP 4: Registering for the Training

#796995
WI Model Early Learning Standards – Virtual, Live (20 hours)

📅 Available Tuesday, April 23, 2019 - Saturday, April 9, 2022

Hours **2.00** / Course Level **Tier 2**

🗣 This session will be given in **Spanish.**

Event Location

📍Example Location

ⓘ **Registration Required**

Fee **$12.00**

📅Register By **04/09/2022**

① Register

Description

Let's take a closer look at calendar time! In this training, you will learn:

How you can support math development with young children, when children begin to develop the concept of time, and how to teach skills naturally throughout the day in a developmentally appropriate way.

Course ID **269976** / Course Type **General Continuing Education** / Course Category **Early Childhood**

View Course Details

Trainers

👤 Sally Trainer

Sponsor

Example Training Organization

1.   Click the **REGISTER** button to sign up for this event.
Please Note: Trainers or Training Sponsor Organizations will have participants register for the event using the Wisconsin Registry's website or a different website. If the training you are registering for is using the Wisconsin Registry's website, please continue with Step 5 below. If you are directed to a different website, you may skip the remaining steps in this guide (Steps 5-8).

STEP 5: Logging In
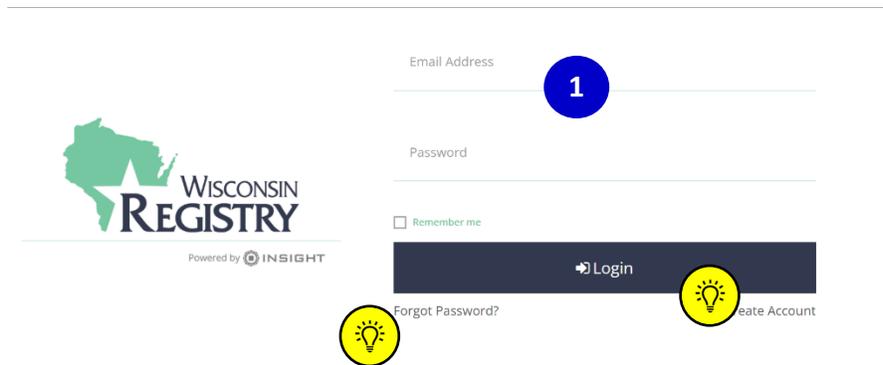
1. Enter your email address and password, then click **LOGIN**.

    *Click on **FORGOT PASSWORD?** if you need to reset your password. If you are experiencing other issues logging in, download our Logging In Tips support guide.*

    *Click on **CREATE ACCOUNT** If you do not have an account, we recommend creating one now. A Registry account is free. To learn more, download our Creating an Account support guide.*

STEP 6: Event Registration

Event Registration

Return

EVENT ID: 796995
⚠ TIER 2
Spanish

Calendar Time: Up for Debate?

📅 Self-Paced Training
(Available Tuesday, April 23, 2019 - Saturday, April 9, 2022)

view full event details

Location

Example Building
101 Example St
Madison, WI 53716

Sponsor

Example Training Sponsor Organization

Registration

Event Fee	$12.00
Register By	4/9/2022
Required?	Yes

Attendee Details

Please review your attendee details.

①

Attendee	Jane Wisconsin
Registry ID	149711
Home/Mobile phone	🇺🇸 ▾ (608) 222-1123
Work phone	🇺🇸 ▾ e.g. (201) 555-0123

Email Address *

regtest70@gmail.com

Attendee Role *

Please tell us your role in the field of childhood education.

②

○ Group Child Care

○ Family Child Care

○ School-Age Staff

○ Head Start\Early Head Start

○ Home Visitor

○ Public School K-12

Registration Fee

☑ Hora de calendario $12.00
   (Ends 4/9/2022)

                              Total: $12.00

③ **Terms and Conditions**

> **1. Acceptance of Terms**
>
> The Registry, Inc. provides this Registration Module to you subject to the following Terms of Service (TOS). In order to use this online service, you must agree to the TOS. We may amend these terms at any time by posting the amended terms on this site. Amendments are effective 7 days after posting. These terms apply to both event organizers who use our services and event attendees who register using our services.
>
> **2. Acceptable Use**

☑ I agree to the registration terms and conditions

④ Add Event to Cart

1. Review your contact information and update if needed. The Training Sponsor Organization will use this information to contact you if needed. **Please Note:** Your contact information comes from your Registry Personal Profile. If this information is wrong, you will need to update your Personal Profile AFTER you complete registration.
2. Select the **ATTENDEE ROLE** that is most accurate for your current role. If you are unsure of what to select, choose **OTHER**.
3. Read and review the Terms and Conditions on the bottom of the page. Click the Agreement box.
4. Click the **ADD EVENT TO CART** button. Your registration will be saved to **MY CART** for payment.

   💡 You will see the option to **REGISTER MYSELF** or **REGISTER STAFF** only if you have administrative access (Organization Profile User) to your organization's PROGRAM

PROFILE. To see how to register staff, go to [Appendix A: Registering Staff](#) for step-by-step guidance.

STEP 7: My Cart

1. When you are ready to check out, click on the **MY CART** button at the top. **Please Note:** If you have more events you want to register for, you may continue searching the Statewide Training Calendar.
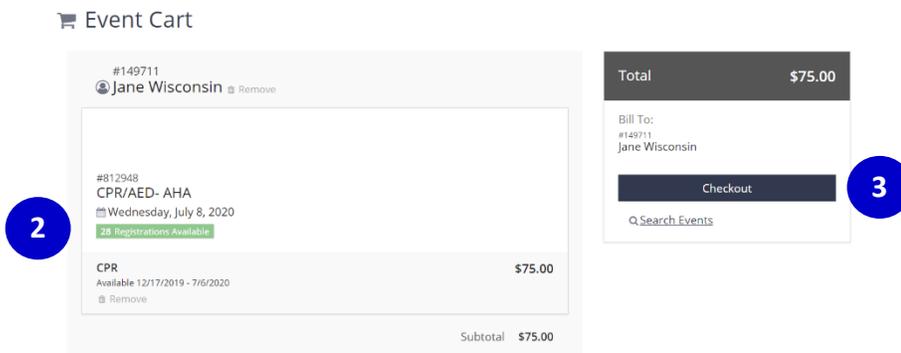
2. Review the details of your registration.
3. If you are ready to pay for registration, click the **CHECKOUT** button.
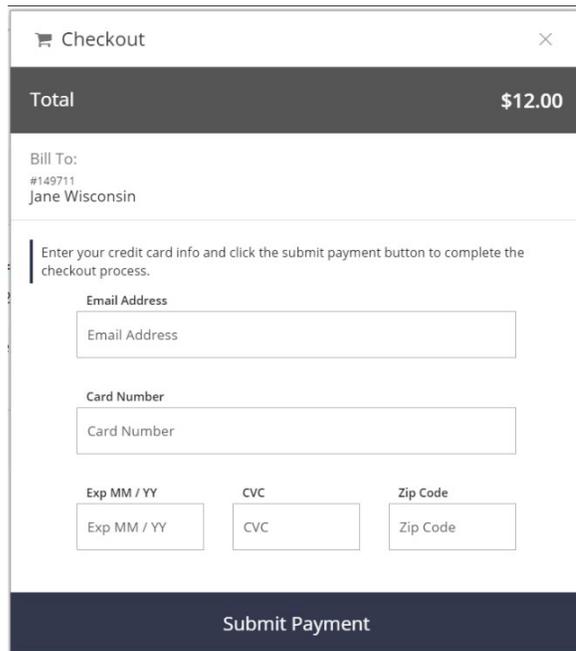
4. Enter your email and credit card information and click **SUBMIT PAYMENT**. If you need to cancel your registration or have questions regarding payment, please contact the listed Training Sponsor Organization for this event. You will receive an email receipt from support@wiregistry.org.

STEP 8: Checking Your Registration / Finding Your Invoice

After you register, you can see your registration for this event listed in your Personal Profile:

1. Click on the **TRAINING tab** at the top of the screen.
2. Find the event title and confirm that you are **REGISTERED** on the right side of the screen. **Please Note:** If you need to cancel your registration or have questions, you can click on the title of the event to find the Training Sponsor Organization's contact information.
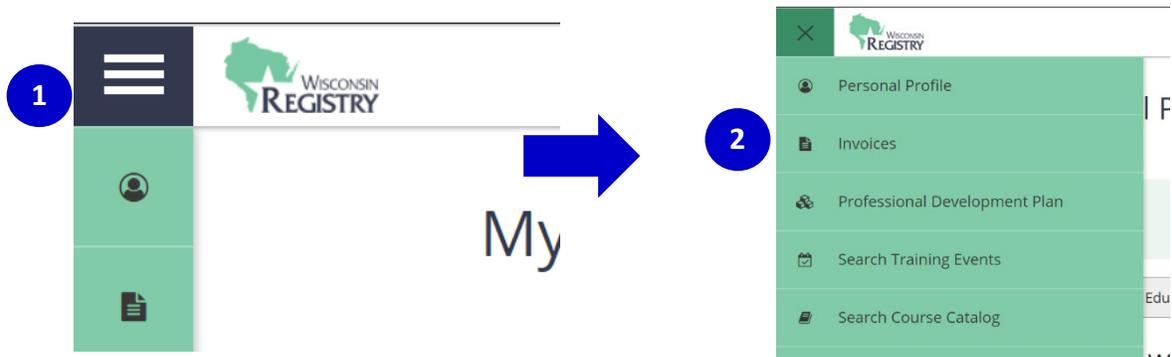
Though an invoice is emailed to you once you complete registration, you can also find your invoice in your Registry Personal Profile:

1. Click on the menu icon to open the left navigation menu.
2. Click on **INVOICES**. You will have the option to email paid invoices or submit payment for any unpaid invoices you might have.

APPENDIX A: REGISTERING STAFF

This appendix walks through the steps of how to register your staff. You will only have this option if you are an Organization Profile User and have administrative access to a Registry Program Profile.

STEP 6: Event Registration

1. Click **REGISTER STAFF**.

2. Click the **REGISTER** box to register individuals for this training event. **Please Note:** Only the staff members who have listed employment with your organization, on their Personal Profile, will be listed here. If a staff member is not listed, that individual will need to update their employment history on their Registry Profile. For more information about how you can request an individual to update their employment history, download the Managing Employee Invitations support guide.
3. Click the **REGISTER STAFF** button to continue.

4. Review each attendee's contact information and update if needed. The Training Sponsor Organization will use this information to contact each person if there are event updates.
Please Note: The contact information comes from the attendee's Registry Personal Profile. If this information is wrong, please have this person update their Registry Personal Profile.
5. Select the **ATTENDEE ROLE** that is most accurate for their current role with your organization.
6. Click the **NEXT STAFF** button.

7. Review the list of individuals you are registering.

8. Some events may have different payment options. Click your preferred payment option.
9. Read and review the Terms and Conditions on the bottom of the page. Click the Agreement box.
10. Click the **ADD EVENT TO CART** button. Your registration will be saved to **MY CART** for payment.

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CONTINUE TO STEP 7
(page 5 of this guide)

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