

Register for an Event

1. Login with your Mason NetID and Password at masonleaps.gmu.edu.

[Forgot your password?](#)
 [Need Help?](#)
 Don't Remember Login
 Clear prior granting of permission for release of your information to this service.

2. Once logged in, you will see the welcome page. To view available sessions, hover over the **Learning** tab and click **Events Calendar**.

Home Profile **Learning**
 Hello, Bridget
 Leamer Home
 View Your Transcript
Events Calendar
 Browse for Training

Your Inbox
 View transcript (1 approved training selection(s)) (Registered for 4 training selection(s))

Browse for Training
 Banner
 Blackboard
 Compliance
 Fiscal Services

May 2019						
SUN	MON	TUE	WED	THU	FRI	SAT
28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1
2	3	4	5	6	7	8

Your Action Items

	Due Date
Open: Compliance, Diversity and Ethics New Hire Trainings	6/22/2010
Select Session: P-Card Cardholder Training	7/7/2019
View: Well-Being Seminar: Re-learn to Relax (Starts 6/13/2019 12:00 PM)	None
Launch: Managing Bias	None
Launch: Diversity: Inclusion in the Modern Workplace (EDU)	None

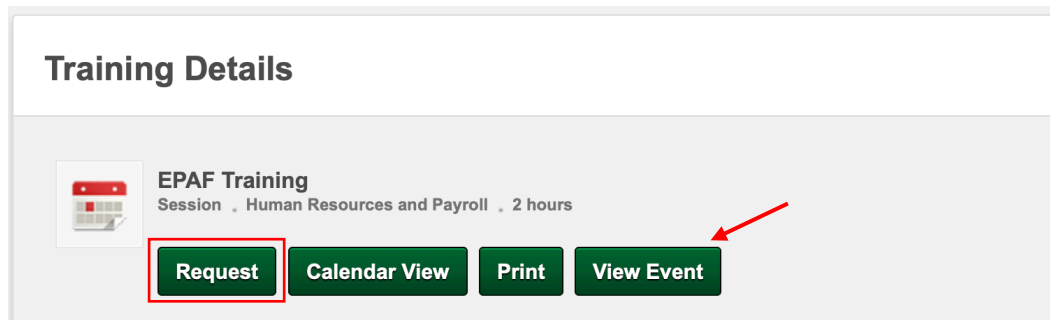
3. On the **Events Calendar** you can sort, search, and filter available instructor-led trainings. To register, and for additional details, click on the title of the session.

< May, 2019 >
 All Events My Events

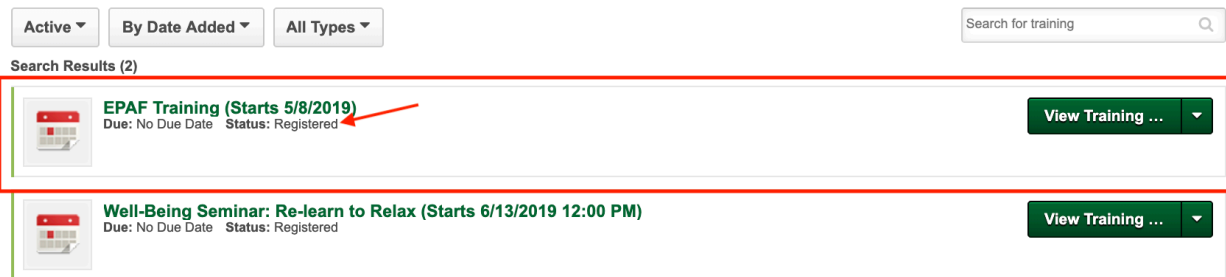
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
28	29	30 Lunch and Learn: Indirect vs. Direct Accounts 12:00 PM EDT	1	2 MicroStrategy Report Consumer 9:00 AM EST Fiscal Orientation 2 - Basic eVA Purchasing & P-Card Allocation 9:30 AM EST Basic eVA Purchasing 9:30 AM EST P-Card Cardholder Training 1:00 PM EDT	3	4
5	6 FERPA 101 1:00 PM EDT FERPA 101 2:00 PM EST	7 Fiscal Orientation 1 - Financial Transactions & Reconciliation 9:30 AM EDT Banner Finance 10:30 AM EDT MicroStrategy for Reconciliation 1:00 PM EDT	8 EPAF Training 10:00 AM EST Well-Being Seminar: Health and Well-Being in the Workplace 12:30 PM EST	9 Banner Navigation 11:30 AM EST	10	11
12	13 Fiscal Orientation 2 - Basic eVA Purchasing & P-Card Allocation 9:30 AM EST Basic eVA Purchasing 9:30 AM EDT P-Card Cardholder Training 1:00 PM EDT	14	15 ERP - FR Report and Reconciliation - Research Admin Cert Prep (8) 10:00 AM EST Kaltura: Creating Video Presentations with Capture (Webinar) 11:00 AM EDT MicroStrategy User Session 1:00 PM EDT	16 Blackboard Courses 9.1 Basics 10:00 AM EST	17 Blackboard Courses 9.1: Grade Center 9:30 AM EST FERPA 101 10:00 AM EST FERPA 101 11:00 AM EST	18
19	20 Fiscal Orientation 3 - Travel, Food and Beverage & Purchasing Made Easy 9:30 AM EDT Travel 9:30 AM EDT Food and Beverage Expenditures 1:00 PM EDT Purchasing Made Easy 2:00 PM EDT	21 Mason Advisor Certificate Program: Advising 101: Academic Advising Foundations 2:00 PM EDT	22	23 Banner Navigation 11:30 AM EST Kaltura: Adding Video to Your Blackboard Course with MyMedia (Webinar) 12:00 PM EST Kaltura: Creating Video Presentations with Capture (Webinar) 1:00 PM EDT Kaltura: Creating Interactive Video Quizzes in Blackboard (Webinar) 2:00 PM EST	24 Mason 101 10:00 AM EST Mason Advisor Certificate Program: Advising 102: Academic and Undergraduate Policy 2:00 PM EST	25

Filters
 Title
 Session ID
 Location
 Session Contact
 Session Instructor
 Completed Sessions
 Add Subject(s) filters
Display Options
 All Sessions
 Session Contact
 Session Instructor

4. To register select **Request**. To view additional offerings of the same event, select **View Event**.



5. Once you click **Request** you will be redirected to your Transcript and will have a status of registered or waitlisted. *If you're waitlisted, you will receive a notification after you register.*



6. A confirmation e-mail and calendar invite will be e-mailed, shortly after registering, from csodlms@gmu.edu.