

## Instructions to Create an Account, Search & Pay for the Course and Launch the Training

1. From the self-registration link, to create an account, click below:

**To create an account and register for the training, click here:**



**Please Note: If you already have a Delaware Learning Center account you will log in using your current credentials.**



2. Complete all of the required fields, create a password and click Log In.
3. This will take you to the Delaware Learning Center (DLC) Welcome Page.
4. In the upper right-hand corner global Search bar, type in any of the following keywords:
  - Contractor, Blue Card, Watershed, Responsible Person

5. Click on the training title **DNREC Contractor Training Program Certification (Blue Card)** and then add it to your cart.

ONLINE CLASS

### DNREC Contractor Training Program Certification (Blue Card)

Last Updated 03/05/2021 Duration 2 hours

Details

The Contractor Training Program is intended to certify you as a Responsible Person on a construction site. This ensures that your construction site meets the requirement to have a Responsible Person on

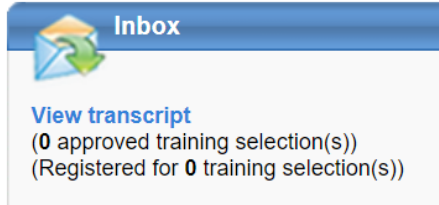
ONLINE CLASS

DNREC Contractor Training Program Certification (Blue Card)

\$65.00

Add to Cart

6. Proceed to checkout and pay the **\$65.00** fee using a credit card.
7. Once the fee is processed, the training will be available in your transcript.



8. When you are ready to take the course, launch the training from your transcript. **\*\*Important Note\*\*** This training course takes approximately 2 hours to complete. The Delaware Learning Center (DLC) becomes idle (times out) at 60 minutes. In order to ensure that the training is being tracked accurately through the DLC, please click on the browse tab where you have the DLC open around the 60-minute timeframe. If you leave the training for any significant period of time while completing the course, please close out both browsers and log back into the DLC page <https://stateofdelaware.csod.com/> again and go to your transcript to launch the training to finish.
  - User ID = your email address
  - Password = the password you used in creating your account.
9. **Once you complete the course and exam please take a photo or screen shot of your Assessment Result page.**
10. If you have questions, please email [dnrec.stormwater@delaware.gov](mailto:dnrec.stormwater@delaware.gov).