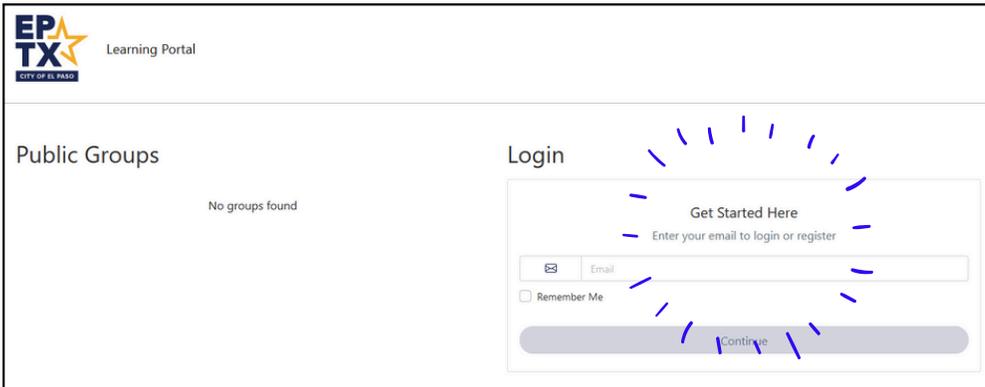


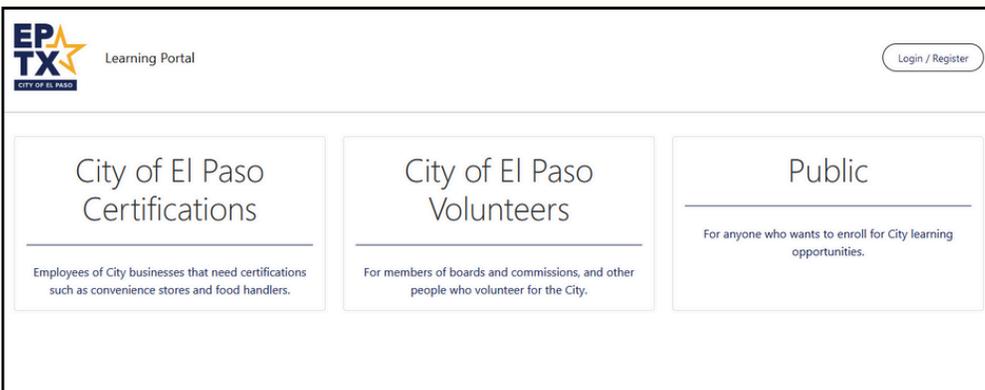
How to create an account:

- 1 Easily create an account by entering your email address.



The screenshot shows the EP TX Learning Portal interface. On the left, there is a 'Public Groups' section with the text 'No groups found'. On the right, there is a 'Login' section with a 'Get Started Here' heading and the instruction 'Enter your email to login or register'. Below this, there is an email input field with an envelope icon, a 'Remember Me' checkbox, and a 'Continue' button. A dashed blue circle highlights the 'Continue' button.

- 2 Choose the group option that best fits your access needs.



The screenshot shows the EP TX Learning Portal interface with three group selection options. The 'Public' option is highlighted with a blue background. The options are:

- City of El Paso Certifications**: Employees of City businesses that need certifications such as convenience stores and food handlers.
- City of El Paso Volunteers**: For members of boards and commissions, and other people who volunteer for the City.
- Public**: For anyone who wants to enroll for City learning opportunities.

A 'Login / Register' button is visible in the top right corner.

- 3 Fill in the required information and click "Register".



The screenshot shows the EP TX Learning Portal interface with the registration form. The 'Public' option is highlighted with a blue background. The form fields are:

- First Name *
- Last Name *
- Email *
- City
- State *
- Country
- Zip Code *

The 'Register' button is circled in red.

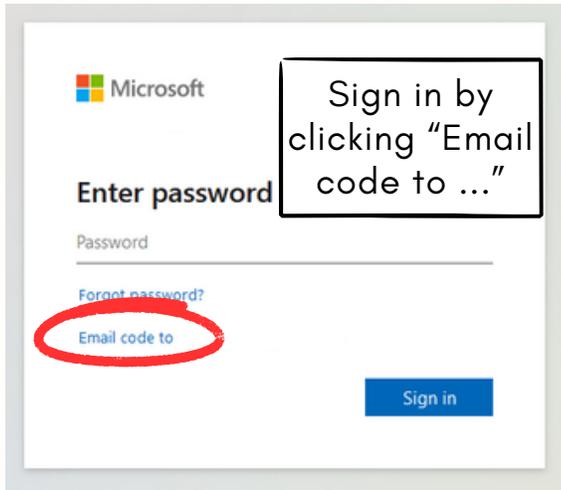
The message below will appear and the page will reload.

Your account has been registered! Redirecting to the login page...

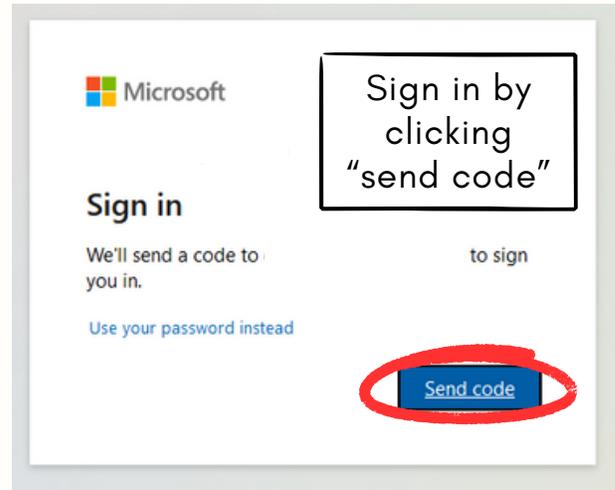
EP Public Learn

learnregister.elpasotexas.gov

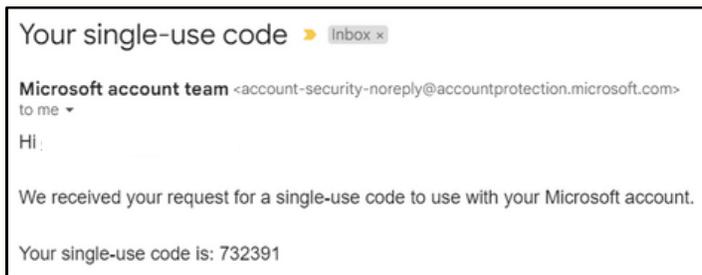
4 Microsoft will present one of the two possibilities below.



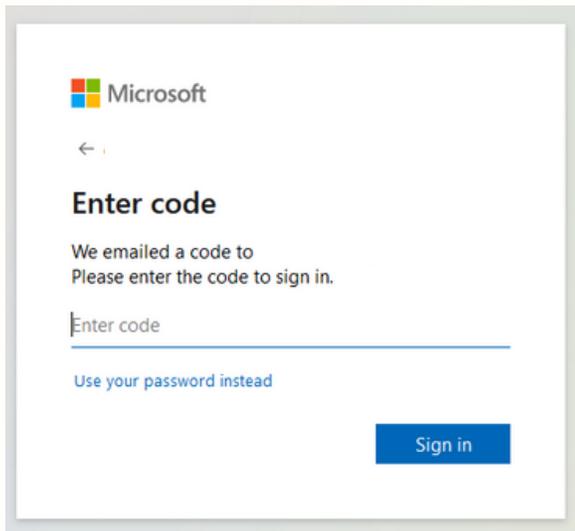
or



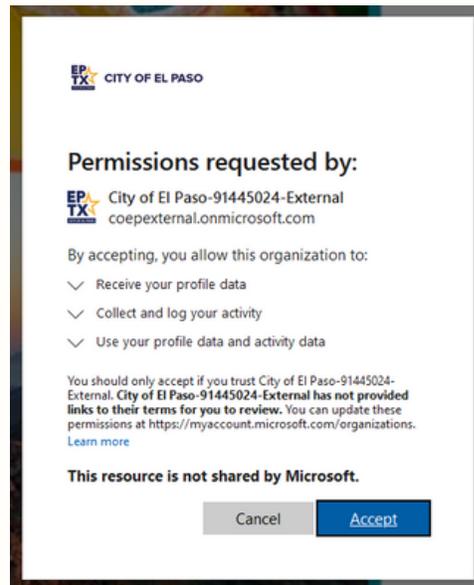
5 Check your email for the code.



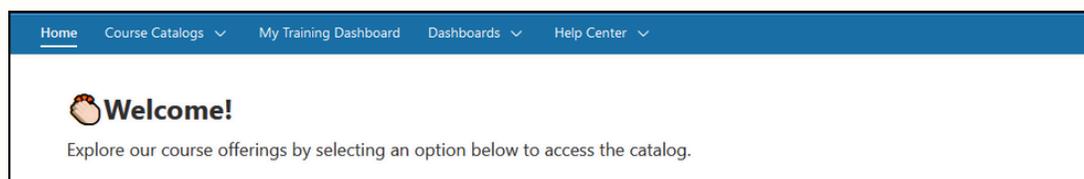
6 Enter the code and click "Sign in".



7 Click "Accept" on permissions page.



Welcome!



EP Public Learn

learnregister.elpasotexas.gov

How to register for a course:

1 All public courses available can be accessed. Choose a catalog to see what is currently available.

EP Public Learn

Home Course Catalogs My Training Dashboard Dashboards Help Center

Certifications
Volunteers
Exp Public

Easily access any catalog from any page by hovering over Course Catalogs in the banner menu.

Certifications Course Catalog
Workers employed by businesses requiring certifications, such as those in convenience stores and food handling roles.
[View Catalog](#)

Volunteers Course Catalog
For members of boards and commissions, and other individuals who volunteer for the city.
[View Catalog](#)

Public Course Catalog
For individuals seeking to enroll for learning opportunities provided by the city.
[View Catalog](#)

Need Help?
For assistance with EP Public Learn, please submit a ticket by clicking here for prompt support.

Got questions or feedback? Reach out to us! We're here to help, just a click away.
Email!
[Get in Touch](#)

2 To see course details and register for a course click "View Course".

All courses

5 Courses required of members of boards and commissions
★★★★★ 0 ratings
Type: Training Plan
Duration (stan... 4 hours 30 minutes
Contacts: EP Public Learn
[View Training Plan](#)

ADA Sensitivity
★★★★★ 0 ratings
Type: e-Learning
Duration (stan... 1 hours
[View Course](#)

Bomb Threat Assessment for Decision Makers
★★★★★ 0 ratings
Type: e-Learning
Duration (stan... 1 hours
[View Course](#)

Code of Conduct for Elected and Appointed Officials
★★★★★ 0 ratings
Type: e-Learning
Duration (stan... 1 hours
[View Course](#)

3 Click "Enroll to course".

Rules of Order Training

Course description

EP TX
CITY OF EL PASO

About this course

Robert's Rules of Order is a manual of parliamentary procedures that governs most organizations with boards. Robert's Rules of Order shall govern the procedures of Boards and Commissions for the City of El Paso. In this course, you will learn the basic principles to conduct a board/ commission meeting effectively and the procedures for handling motions, as well as other important information. There is a quiz at the end of this course to test your comprehension and

Information

★★★★★ 0 ratings

e-Learning

High Performing Government

🕒 1 hours

⭐ 1

ROO

[Enroll to course](#)

4 The page will reload automatically. Click view course content to complete course.

Information

★★★★★ 0 ratings

e-Learning

High Performing Government

🕒 1 hours

⭐ 1

ROO

[View Course Content](#)

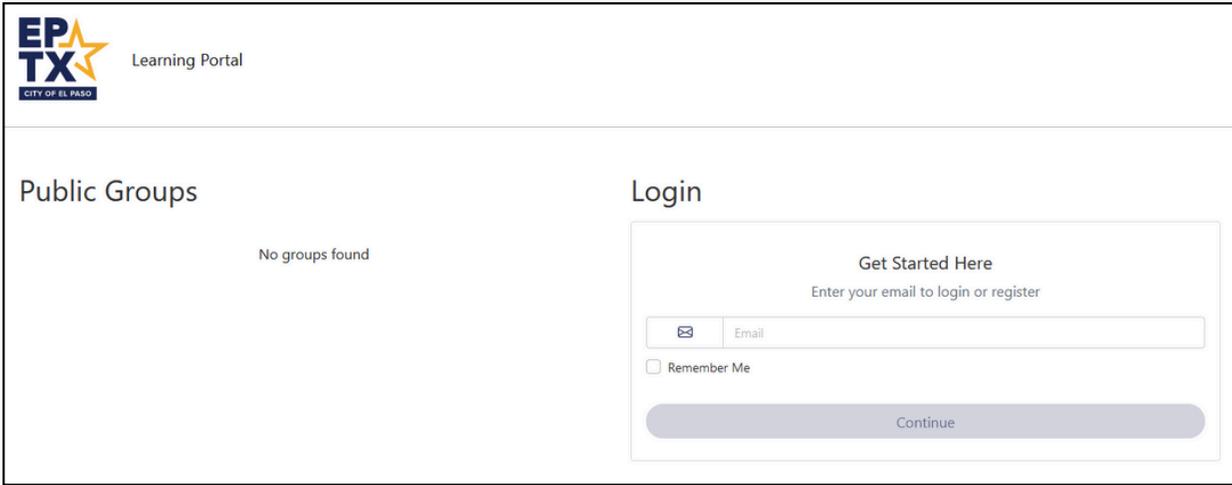
ENROLLED

[Unenroll from course](#)

You have been successfully enrolled into the course.

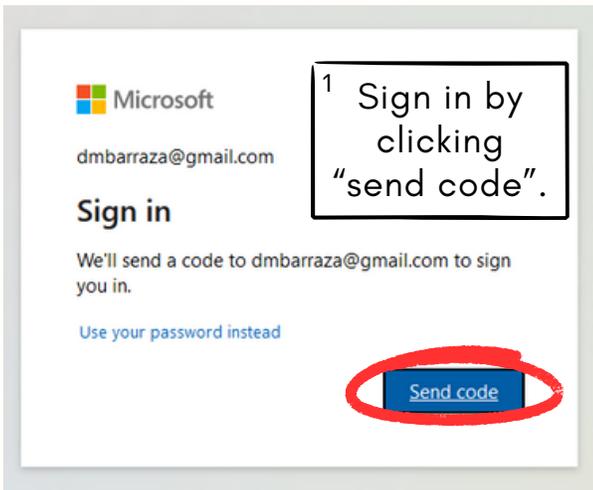
How to login:

- 1 Easily login on using the email designated for City of El Paso correspondence.



The screenshot shows the 'EP TX CITY OF EL PASO Learning Portal' interface. On the left, under 'Public Groups', it says 'No groups found'. On the right, under 'Login', there is a 'Get Started Here' section with the prompt 'Enter your email to login or register'. Below this is an email input field with an envelope icon, a 'Remember Me' checkbox, and a 'Continue' button.

2



This screenshot shows a Microsoft sign-in email. The header includes the Microsoft logo and the email address 'dmbarraza@gmail.com'. The main heading is 'Sign in', followed by the text 'We'll send a code to dmbarraza@gmail.com to sign you in.' and a link 'Use your password instead'. A blue button labeled 'Send code' is circled in red. A callout box with a black border and the number '1' contains the text: 'Sign in by clicking "send code".'

Your single-use code > Inbox x

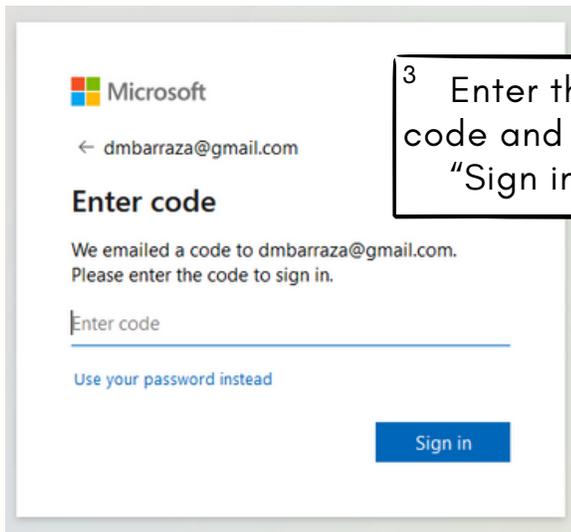
Microsoft account team <account-security-noreply@account...>
to me v

Hi dmbarraza@gmail.com,

We received your request for a single-use code to use with your Microsoft account.

Your single-use code is: 732391

2 Check your email for the code.



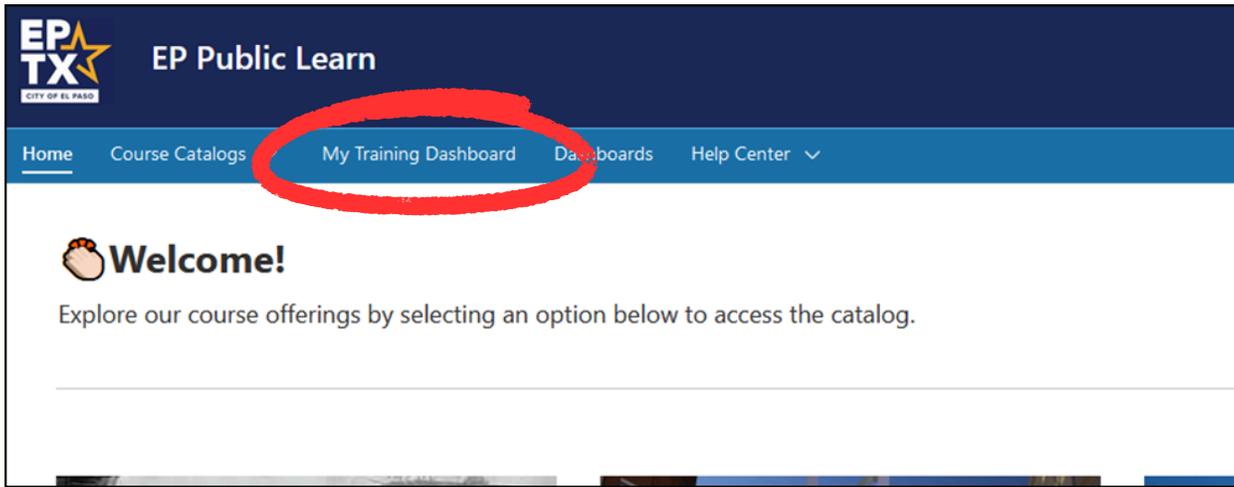
This screenshot shows the Microsoft sign-in page. It features the Microsoft logo, the email address 'dmbarraza@gmail.com', and the heading 'Enter code'. Below the heading, it says 'We emailed a code to dmbarraza@gmail.com. Please enter the code to sign in.' There is an input field labeled 'Enter code' with a blue underline. A link 'Use your password instead' is present. A blue button labeled 'Sign in' is highlighted. A callout box with a black border and the number '3' contains the text: 'Enter the code and click "Sign in".'

Access to EP Public Learn

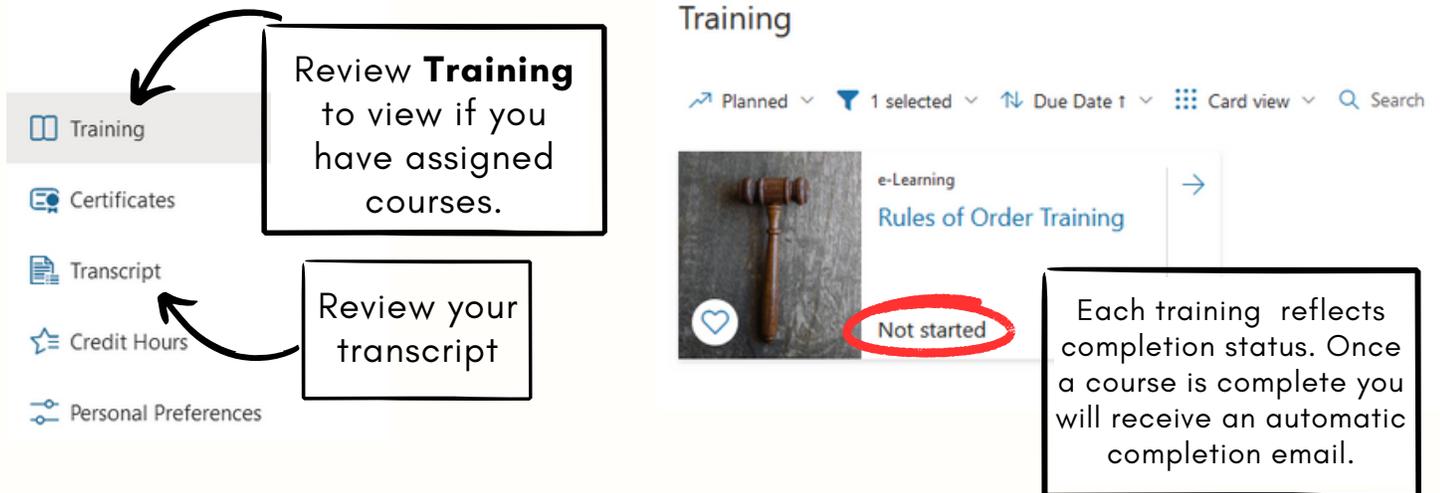
learnregister.elpasotexas.gov

How to see your training record:

1 Click on "My Training Dashboard".



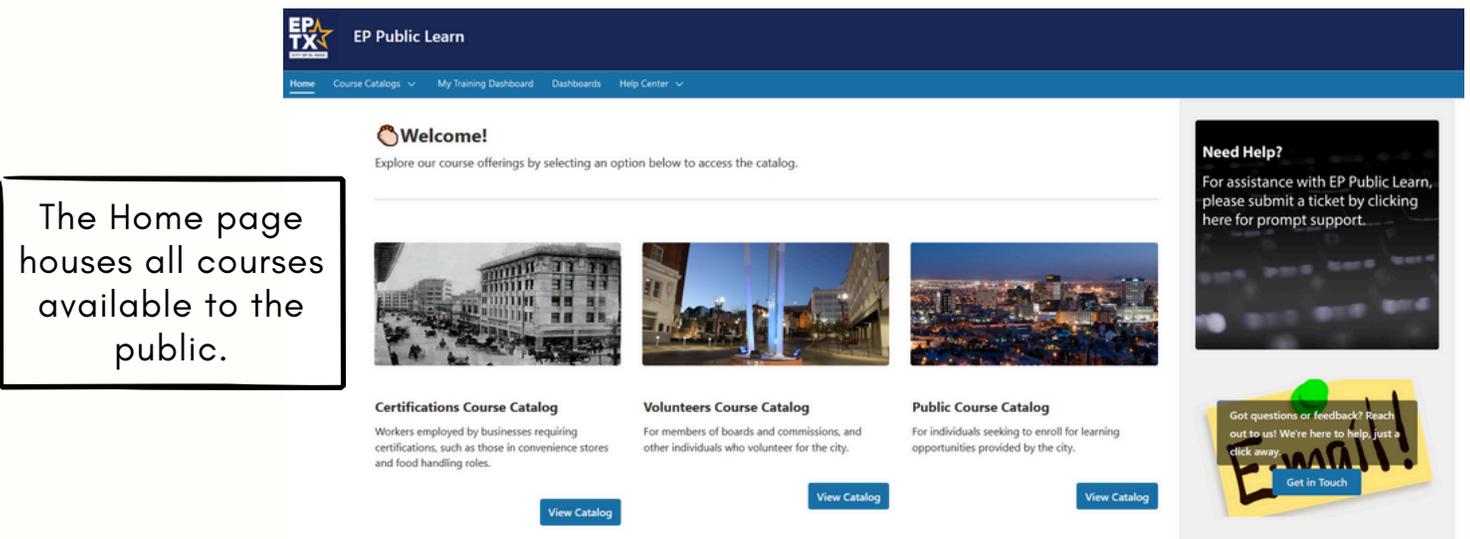
2



Review **Training** to view if you have assigned courses.

Review your transcript

Each training reflects completion status. Once a course is complete you will receive an automatic completion email.



The Home page houses all courses available to the public.

Need Help?
For assistance with EP Public Learn, please submit a ticket by clicking here for prompt support.

Got questions or feedback? Reach out to us! We're here to help, just a click away.
Email!
Get in Touch