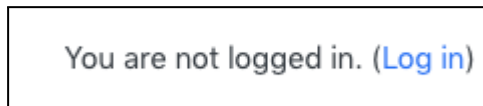
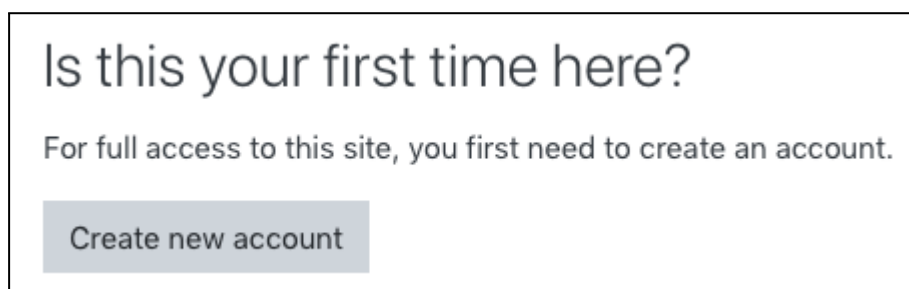


How to Sign Up for Side by Side Online Training

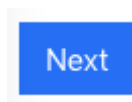
1. Go to <https://www.etflearners.org.uk/>
2. At the top right of the screen, click **Log in**



3. Click **Create new account**



4. Read the Privacy and Cookie policy and then press **Next**



5. Read the Terms of Usage and press **Next**




6. Tick to say "I agree to the Privacy and Cookie Policy" and "I agree to the Terms of Usage"

Privacy and Cookie Policy

The Education and Training Foundation takes its duty to process your personal data seriously. This policy explains how we collect, manage, use and protect your personal data.


Please refer to the full [Privacy and Cookie Policy](#) if you would like to review the text.

☒ I agree to the Privacy and Cookie Policy 

Terms of Usage

The Education and Training Foundation takes its duty as an operator of websites seriously. This policy outlines the terms and conditions you agree to when accessing and using our websites.

Please refer to the full [Terms of Usage](#) if you would like to review the text.

☒ I agree to the Terms of Usage 


7. Press **Next**

Next


8. Complete your details in the form. You only need to complete fields that have a red exclamation mark.

Expand all


▼ Choose your username and password


Username 
(lowercase only)


The password must have at least 10 characters, at least 1 number(s), at least 1 lower case letter(s), at least 1 upper case letter(s)


Password 

▼ More details

Email address 

Email (again) 

First name 


Surname 

9. Press **Create my new account**.

Create my new account

10. Check your email in the account you gave for an email from **ETF Learners Admin**. Copy the link and paste it into your browser's address bar.

To confirm your new account, please go to this web address:

<https://www.etflearners.org.uk/login/confirm.php?data=Mx7DEYVyV7wgkuX/> 

11. You can now press the login button again to log into your account.