

Welcome to our new Training Management System



Please read through this document carefully to ensure a successful login and enrollment in your training programs.



Arizona Supreme Court

When you click on the link in your email, it should take you to the Log In page of our training system.

Step 1: Click the **Register** button to continue

Log In

Welcome to the Arizona Supreme Court Training System.
If you are a new user click the Registration button to create your user profile.
If you are a returning user, please fill in your Username and Password to log into the system.

Please enter your username and password below to log in.

Username:

Password:

[English](#)

Log In Register Reset Password





Step 2: Create a Username

Step 3: Enter your Email address

Step 4: Enter your First Name

Step 5: Enter your Last Name



Log In
Enter your information below to register.

Username:	<input type="text"/>	Email:	<input type="text"/>
First Name:	<input type="text"/>	Last Name:	<input type="text"/>
Password:	<input type="password"/>	Confirm Password:	<input type="password"/>
Registration ACCESS:	<input type="text"/>	County - All Courts Staff:	<input type="text"/>
Ph #:	<input type="text"/>	SUPERIOR Court Location:	<input type="text"/>
MUNICIPAL Court Location:	<input type="text"/>	JUSTICE Court Locations:	<input type="text"/>
All OTHER Courts:	<input type="text"/>		

Register Cancel



Step 6: Create a Password

Password Rules

1. Password must be 8 or more characters in length.

2. Password must contain the following character sets:

- at least one upper case (A-Z)
- at least one number (0-9)

For additional security you may add non-alphanumeric symbols (e.g. !, @, #, %, etc.).

NOTE – do NOT use the space character.



Log In
Enter your information below to register.

Username:	<input type="text"/>	Email:	<input type="text"/>
First Name:	<input type="text"/>	Last Name:	<input type="text"/>
Password:	<input type="password"/>	Confirm Password:	<input type="password"/>
Location ACCESS:	<input type="text"/>	County - All Courts Staff:	<input type="text"/>
Ph #:	<input type="text"/>	SUPERIOR Court Location:	<input type="text"/>
MUNICIPAL Court Location:	<input type="text"/>	JUSTICE Court Locations:	<input type="text"/>
All OTHER Courts:	<input type="text"/>		

Register Cancel



Step 7: Registration ACCESS

Select "Court Staff" if you are a Judge or work or volunteer for Court Administration, Juvenile Probation, CASA or FCRB.

Select "Non-Court Staff" if you are an Attorney or work or volunteer in Child Welfare, Behavioral Health, or another area.



Log In
Enter your information below to register.

Username:	<input type="text" value="wilbur"/>	Email:	<input type="text" value="noreply@courts.az.gov"/>
First Name:	<input type="text" value="George"/>	Last Name:	<input type="text" value="Wiberwisher"/>
Password:	<input type="password" value="....."/>	Confirm Password:	<input type="password" value="....."/>
Registration ACCESS:	<input type="text" value="Court Staff"/>	County - All Courts Staff:	<input type="text"/>
Ph #:	<input type="text" value="Non-Court Staff"/>	SUPERIOR Court Location:	<input type="text"/>
MUNICIPAL Court Location:	<input type="text" value="AOM/UBE"/>	JUSTICE Court Locations:	<input type="text"/>
All OTHER Courts:	<input type="text"/>		





Arizona Supreme Court

Step 8: County – All Courts Staff

Please select the county in which you work or volunteer.

Log In
Enter your information below to register.

Username:	<input type="text" value="wilbur"/>	Email:	<input type="text" value="noreply@courts.az.gov"/>
First Name:	<input type="text" value="George"/>	Last Name:	<input type="text" value="Wiberwaser"/>
Password:	<input type="password" value="....."/>	Confirm Password:	<input type="password" value="....."/>
Registration ACCESS:	<input type="text" value="Court Staff"/>	County - All Courts Staff:	<input type="text" value=""/>
Ph #:	<input type="text"/>	OR Court Location:	<input type="text" value="Apache"/>
MUNICIPAL Court Location:	<input type="text"/>	JUSTICE Court Locations:	<input type="text" value="Cochise"/>
All OTHER Courts:	<input type="text"/>		<input type="text" value="Coconino"/>

A red arrow points from the text "Please select the county in which you work or volunteer." to the "County - All Courts Staff" dropdown menu in the registration form. The dropdown menu is open, showing a list of Arizona counties: Apache, Cochise, Coconino, Gila, Graham, Greenlee, La Paz, Maricopa (highlighted), Mohave, Navajo, Pima, Pinal, Santa Cruz, Yavapai, and Yuma.



Arizona Supreme Court

Step 9: Ph# - Enter your phone number.

Step 10: Click "Register" to continue. No additional information is required for this screen.

Log In
Enter your information below to register.

Username: wilbur	Email: noreply@courts.az.gov
First Name: George	Last Name: Wiberwasher
Password:	Confirm Password:
Registration ACCESS: Court Staff	County - All Courts Staff: Maricopa
Ph #: 602-555-1234	SUPERIOR Court Location:
MUNICIPAL Court Location:	JUSTICE Court Locations:
All OTHER Courts:	

Register Cancel





Step 11: Click on “OK” button.

Log In
Enter your information below to register.

Username:	<input type="text" value="wilbur"/>	Email:	<input type="text" value="noreply@courts.az.gov"/>
First Name:	<input type="text" value="George"/>	Last Name:	<input type="text" value="Wiberwasher"/>
Password:	<input type="password" value="....."/>	Confirm Password:	<input type="password" value="....."/>
Registration ACCESS:	<input type="text" value="Court Staff"/>	County - All Courts Staff:	<input type="text" value="Maricopa"/>
Ph #:	<input type="text" value="602-555-1234"/>	SUPERIOR Court Location:	<input type="text"/>
MUNICIPAL Court:	<input type="text"/>	All OTHER:	<input type="text"/>

Success
Registration Succeeded, Thank you for registering. You may now log in.





Arizona Supreme Court

Step 12: Enter your newly created Username and Password and click **Log In**.

NOTE – You can DISREGARD the instructions on the left hand side of the screen.

Log In

Welcome to the Arizona Supreme Court Training System.

AOC and Supreme Court Employees, your login account has been created for you!

DO NOT create an account for yourself as this may negatively impact your COJET status.

Your username is your courts.az.gov email and your PW is AOC followed by your 4 digit birth year, ex: jsmith@courts.az.gov / AOC1911.

If you are NOT AOC or Supreme Court staff and have NOT been in the system previously you will need to create a new user account by clicking the **Register** button below.

If you **are applying to practice law in Arizona** you must enter AOM/UBE in the **Registration ACCESS** field on the registration form.

If you work for any **probation** department in the state of Arizona you must contact the Education Services Division of the AOC to register.

If you are a returning user, please fill in your Username and Password to log in.

Please enter your username and password below to log in.

Username:

Password:

[English](#)





Step 13: To complete your registration for this event, click the “**Register**” button.

Preferences

Required Information

Username: [input] Email: noreply@courts.az.gov

First Name: George Last Name: Wiberwaser

Change Password: [input] Confirm Password: [input]

Current Settings

Date Format: [input]

Timezone Country: [input]

Show Welcome Screen: [input]

Additional Registrations: [input]

Registration Account: [input]

MUNICIPAL Court: [input]

Loc: [input]

All OTHER Courts: [input]

Information: Your profile is [input]

Register

Class: DVCSA Meaningful Interventions with Domestic Violence Perpetrators

Location: AOC Conf. Room 101
1501 W. Washington
Phoenix, AZ 85007

Start: 11/17/2014 1:00pm

End: 11/17/2014 3:00pm

Register By: 11/3/2014 1:00pm

Hours Per Day: 2

Total Days: 1

Seats Available: 73/75 Student Open Registration
You are not registered for this session





Arizona Supreme Court

Home Search My Content Resources Classroom Courses My Favorites My Account Log Out

Each category below lists courses assigned to you. As you complete courses, the background color will change to green.

Other Assignments

Step 14: You're almost there. Click **Close** and then you'll be directed to provide only a couple more pieces of information.

Preferences

Required Information

Username: wilbur Email: noreply@courts.az.gov
First Name: George Last Name: Wiberwasher
Change Password: Confirm Password:

Current Settings

Date Format:
Timezone Country:
This field is required

Show Welcome Screen :

Additional Registration Information

Registration ACCESS: Court Staff
Ph #: 603
MUNICIPAL Court:
Location:
All OTHER Courts:

This field is required

Update Log Out

Welcome

Welcome, George Wiberwasher!

It looks like your first visit, welcome to Arizona Supreme Court!

Close



Arizona Supreme Court



Each category below lists courses assigned

Preferences

Required Information

Username: LChavez@courts.az.gov
 First Name: Leticia
 Change Password: ●●●●

Email: LChavez@courts.az.gov
 Last Name: Chavez
 Confirm Password: ●●●●

Current Settings

Date Format: [Dropdown]
 Timezone Country: [Dropdown] **United States of America**
 Time Format: [Dropdown]
 Timezone: [Dropdown] **This field is required**

Work Address (Street, City, State Zip) Arizona Courts / Probation Staff: [Text Field]
 Supreme Court Offices: [Dropdown]
 Administrative Office of the Courts - FTE: Full Time [Dropdown]
 Administrative Office of the Courts - Job Title: Assistants-Office Support-Secretary [Dropdown]
 Probation: Date of Birth: [Text Field]
 Probation Officers: Job Title: [Dropdown]
 Notes: [Text Field]

Update Log Out

Step 15: For Timezone Country, select "United States of America".

Arizona Supreme Court



Preferences

Required Information

Username: LChavez@courts.az.gov Email: LChavez@courts.az.gov

First Name: Leticia Last Name: Chavez

Change Password: ***** Confirm Password: *****

Current Settings

Date Format: [Dropdown] Time Format: [Dropdown]

Timezone Country: United States of America Timezone: [Dropdown]

Show Welcome Screen:

Additional Registration Information

Phone Number (###-###-####): [Input]

Work Address (Street, City, State Zip) Arizona: [Input]

Courts / Probation Staff: [Dropdown]

Supreme Court Offices: [Dropdown]

Administrative Office of the Courts - FTE: [Dropdown]

Administrative Office of the Courts - 1st: [Dropdown]

Probation Officers: [Dropdown]

Birth Date: [Input]

Officers: Job Title: [Input]

Notes: [Input]

[Update] [Log Out]

Step 16: For **Timezone**, scroll down and select “(GMT-07:00) Phoenix”. This applies for the entire state.



NOTE for some browsers the **Timezone Country** and **Timezone** may appear at the bottom of the Preferences window.

Arizona Supreme Court



Each category below lists courses assigned to you.

- Other Assignments
- Faculty Skills Development (FSD)
- Office 365
- Windows 8.1

Preferences

Required Information

Username: Email:

First Name: Last Name:

Change Password: Confirm Password:

Settings

Date Format: Time Format:

Timezone Country: Timezone:

Welcome Screen:

Personal Registration Information

Phone Number (###-###-####):

County - All Arizona Courts Staff:

Administrative Office of the Court - Division:

Hire Date - Arizona Courts Building Staff:

Home Address (Street, City, State Zip):

Probation: Gender:

Registration ACCESS:

Work Address (Street, City, State Zip) Arizona Courts / Probation Staff:

Supreme Court Offices:

Administrative Office of the Courts - FTE:

Administrative Office of the Courts - Job Title:

Probation: Date of Birth:

Probation Officers: Job Title:

Notes:

Step 17: Click Update to proceed.



Arizona Supreme Court



Each category below lists courses assigned to you. As you complete courses, the background color will change to green.

Other Assignments

Meaningful Interventions with Domestic Violence Perpetrators

Step 18: Click Close.

Welcome

Welcome Back, George Wiberwasher!

Welcome back to Arizona Supreme Court! it looks like we haven't seen you since your last visit on Thursday August 21st, 2014, less than a day ago.

Close





Arizona Supreme Court

Each category below lists courses assigned to you. As you complete courses, the background color will change to green.

Other Assignments

Meaningful Interventions with Domestic Violence Perpetrators

Meaningful Interventions with Domestic Violence Perpetrators

Domestic violence and child maltreatment intersect in families but often system response is fragmented. We have invited an expert who has developed models to improve systems response for domestic violence and child welfare. He will focus on developing meaningful interventions with domestic violence perpetrators to reduce the risk of harm to children. Please join us for a rich, informative training.

Target Audience: Judges, Child Welfare Professionals, Attorneys, Behavioral Health Workers, Court Administration, CASA and FCRB Volunteers. Anyone who works with domestic violence and child abuse.

Credits: 2

Estimated Duration: 120 min

Date First Assigned: Before Nov. 1.

You are registered for the following upcoming sessions:

Location: AOC Conf. Room 101, Phoenix

Start Date: 11/17/2014 1:00pm

End Date: 11/17/2014 3:00pm

Timezone: United States of America (GMT-07:00) Phoenix

Hours Per Day: 2

Total Days: 1

Total Seats: 75

Cost: 0

Student Open Registration



Back on the home page, it shows you are registered for the training.



From: noreply@azcourts.gov
To: Kellerhals, Jodi
Cc:
Subject: Arizona Supreme Court - Class Registration

Sent: Fri 3/21/2014 10:34 AM

Message | appointment.ics (1 KB)

Jodi Kellerhals,
You have been registered for the following class.

You have a seat reserved for you, this class does not have a waiting list at this time.

AOC_TEC_0001_L: Windows 8.1
Start: 4/21/2014 9:00am
End: 4/21/2014 10:15am
Timezone: United States of America (GMT-07:00) Phoenix
Hours Per Day: 1.25
Total Days: 1
Learn the Features of Windows 8.1 including navigating, locating and managing files, and security tools.
Target Audience: Employees, new hires

Your class will be held on 4/21/2014 9:00am at the following location:
AOC Conf. Rooms 119 A & B
1501 W. Washington
Phoenix, AZ 85007
AOC Conf. Rooms A & B are located on the 1st floor of the AOC building near Dependent Children's Services

Watch for a registration email.
An Outlook Appointment will be attached. Double click on that attachment to load the meeting request to your calendar.

Thank you and have a wonderful training!