

To Register for Workshops:

You will need to enter your Keystone ID and Password to register for workshops.

- Log on to your PA CareerLink® account at: <u>www.pacareerlink.pa.gov</u> If you do not have an account, select the 'Register' button at the top of the page to create a PA CareerLink® account.
- Select 'Events' from the blue navigation bar near the top of the screen. From the drop down menu, Choose 'Search Events'.
- To narrow your search for Chester County events, Select 'Chester' from the County List in the menu next to the calendar.
- Navigate through the calendar and select the workshop you want to register for by clicking on the workshop.
- A black pop-up box will appear and provide you a short summary of the workshop.
- If interested in registering for this workshop, select the 'Register' button.
- You have successfully registered for the workshop!
- To view all workshops/events that you have registered for, Select 'Events' from the blue navigation bar near the top of the screen and, Select 'My Calendar'.