



# Signing Up for Class

**STEP 1:** Sign up for in-person training by clicking on the **Register for Class** button on the **PEO** page.

- Type in the password
  - Click OK
- 

**STEP 2:** Choose the class(es) required for your position.

Position	Training Class
Voting Location Manager	VLM & AVLM
Assistant Voting Location Manager	VLM & AVLM
Check-In	PEO Training
Voter Assistant	PEO Training
Help Desk	Help Desk Provisional
Bilingual	Interpreter Bilingual and PEO Training
Stand-By	PEO Training
Parking	Parking
Single Precinct Voting Location Manager	Single Precinct VLM & AVLM
Single Precinct Assistant Voting Location Manager	Single Precinct VLM & AVLM
Single Precinct Check-In	Single Precinct PEO Training
Technician	Election Day Technician (No Zoom Training)
Set-Up	Set-Up Team Gargus Hall

---

**STEP 3:** Register for class.

- Enter your full name, email address and phone number to register.
- Once you register you will get a confirmation email.
- A separate email with the zoom link and assessment will be sent to you within 24 to 48 hours from when you registered.
- To reschedule or if you have an issue with scheduling call **Cindie** at (440) 326-5927 or **Mary** at (440) 326-5906.