



• *building strong marriages* •

## PREPARE/ENRICH On Demand Training Account Set Up Instructions

You will receive your **PREPARE/ENRICH** On Demand Training Promotion Code from your instructor or by purchasing it through your bookstore. You will use this three part code ONCE to register your account. Follow the steps below to register. Please note the website will timeout after 8 minutes of inactivity; registration is not complete until you receive your training ID number.

1. Go to [www.prepare-enrich.com/training](http://www.prepare-enrich.com/training).
2. In the *Register Now* box to the right, click on the *Get Started* button.
3. On the *Online Self Training Registration* page enter the promotion code. Make sure to review and accept the **PREPARE/ENRICH** Terms and Privacy Policy by checking the box before clicking *Submit*.
4. Enter your Contact Information and click *Submit*. (If you choose to purchase CE credits (\$15 fee), you will have to enter payment information during registration.)
5. Read through the four Privacy, Terms, and Conditions statements and check each box to accept. Then click *Submit*.
6. Upon completing registration, you will be given a Training ID number and password. By default your password will be your last name. Keep this ID number as you will need it in the future. To begin training, go to [www.prepare-enrich.com/training](http://www.prepare-enrich.com/training) and login to the Training Login.

## On Demand Training Frequently Asked Questions

### **What is PREPARE/ENRICH?**

PREPARE/ENRICH is an online assessment couples take through a trained Facilitator. The couples' results are summarized in a 25 page computer report, showing the strength and growth areas for each couple. Once you are trained, you will be able to administer the assessment and provide feedback to couples using a variety of couple exercises. The training itself will give you a comprehensive overview of couple relationships along with teaching you couple exercises that build relationship skills. This tool is very adaptable to accommodate the varied experience you and other students may or may not have in the counseling field. To find out specific research about PREPARE/ENRICH, go to [www.prepare-enrich.com](http://www.prepare-enrich.com) and view the research articles on the *Research* page.

### **How can I review the training material after I finish training?**

As a Facilitator you will always have access to the Online Training program in your account. To access these after you complete training, go to [www.prepare-enrich.com](http://www.prepare-enrich.com) and login to your Facilitator account. Click on the *Manage Your Couples* link and then look to the right of your screen. You will see a button titled *Training*. If you click on that button it will bring up all 12 sections for you to review. You will also see the link to the *Resource Kit* under the *Training* bar; this *Resource Kit* includes helpful items as you move forward with PREPARE/ENRICH.

### **Why can't I get logged into my account with my Training ID number?**

Your Training ID number will only allow you to login to the *Training Login*. Your Training ID number will not be recognized if you try it in the *Facilitator Login*. Go to [www.prepare-enrich.com/training](http://www.prepare-enrich.com/training) and use the *Training Login* button.

### **How can I provide proof to my professor that I completed training?**

Once you have completed training, go to [www.prepare-enrich.com](http://www.prepare-enrich.com) and login as a Facilitator using your PREPARE/ENRICH ID number and password.

After logging in, click on the *Manage Your Couples* link and the webpage you are directed to will look like the example. Screenshot this page as it has your name visible and the *Add a Couple* button.

The system will not allow you access to *Manage Couples* without having completed training. For more information about what is acceptable or where to submit the screenshot, please refer to your course syllabus or professor.



If you are experiencing problems and need further assistance, please contact PREPARE/ENRICH Customer Service, Monday-Friday from 8:00am-4:30pm CST at 1-800-331-1661.