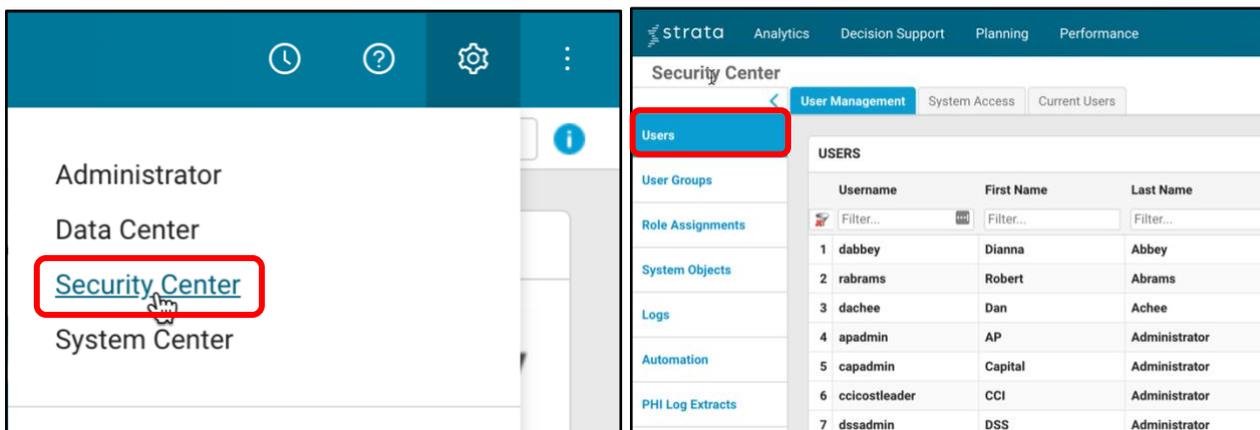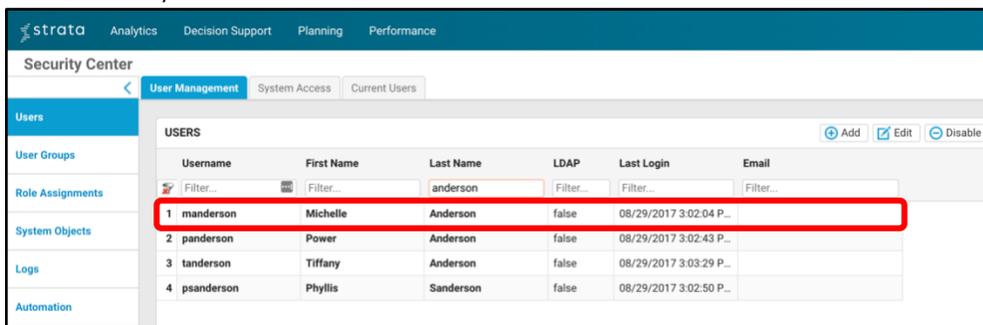# How to Access Training Center

Overview

To access eLearning and certification courses, you'll need access to Training Center. If Training Center is not available under the ⊙ menu when you log into StrataJazz, follow the steps below in order to give yourself security. If you're not able to give yourself security, reach out to your StrataJazz Admin.
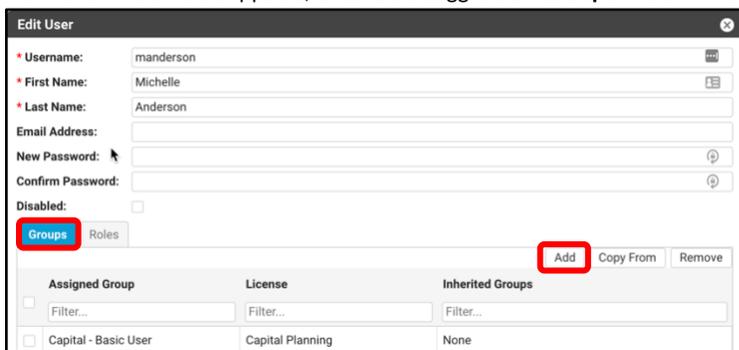
Gaining Access to Training Center
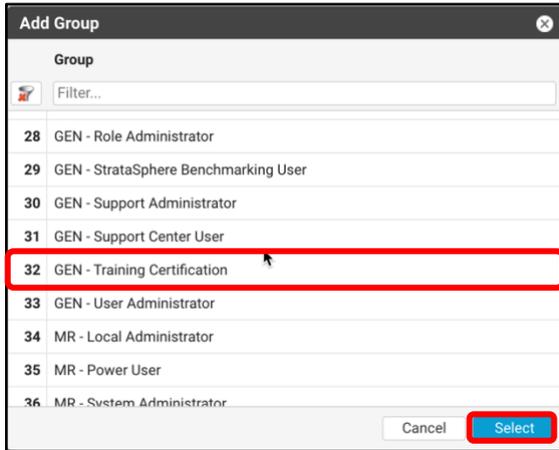
1. Click ⚙ > **Security Center > Users**

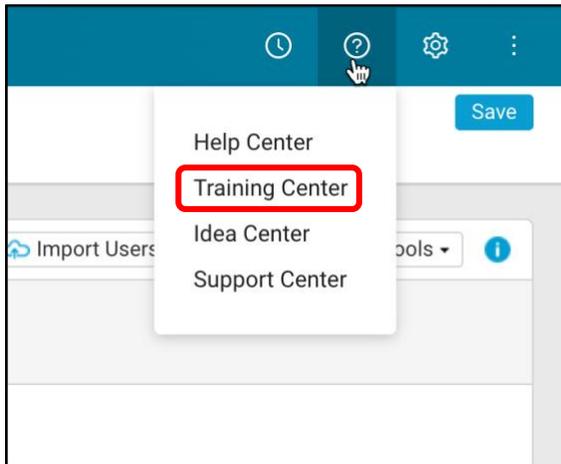2. Find or search for your name.
3. Double-click on your name.

4. From the window that appears, ensure the toggle is on **Groups** and click **Add**.

5. Click on **GEN-Training Certification**, (or **GEN-eLearning** if giving your end users access) then click **Select**.

6. Click **Save**.

7. Confirm that you have access to Training Center by logging out and back in, then clicking the ⑦ menu.

Having Trouble?

- Assign yourself Training Center security in your organization's database. Do not attempt the steps above in a training environment.
- If after you have given yourself security, you click Training Center and receive an error message, you should email training@stratadecision.com in order activate Training Center for your organization.