



## How to register with the eLearning System

1. Make sure you are using a modern browser like Chrome, Firefox, Safari or Microsoft Edge. You may also use your phone or tablet.
2. Go to <http://bc.rescuecanada.com>
3. Look for and click **register**
4. Read and agree to the terms
5. Enter your First Name
6. Enter your Last Name
7. Enter your email address.
8. Do this again to confirm the email address
9. Make up a password that has between 6 and 18 characters
10. Enter the same password to confirm it
11. Add your telephone number (optional but it helps us if we need to contact you)
12. Enter the Agency Key supplied by Emergency Management BC or your supervisor. It looks something like this: *DC45KB71*
13. Required - put in your place of work e.g. *Prince Rupert BCAS or Fire Hall #1, Chilliwack*
14. Required – choose your level of occupation from the list
15. Optional – choose your working environment
16. Optional – choose your occupational type

Then click **Register** at the bottom. The button will only work once everything has been filled in correctly.

If you have errors, it will tell you, for example your password is too short or is all lower case - that sort of thing.

Then it will confirm you have registered with an email and you can log in. Your username will be your email address.

**We do not store your password, so please record it in a safe place!**