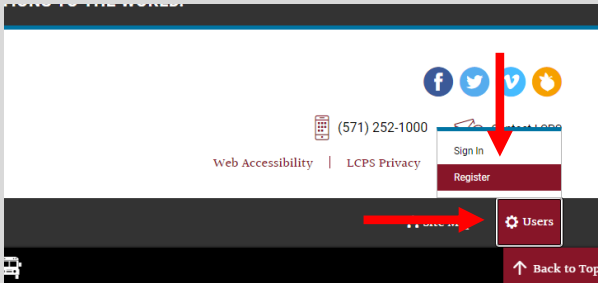


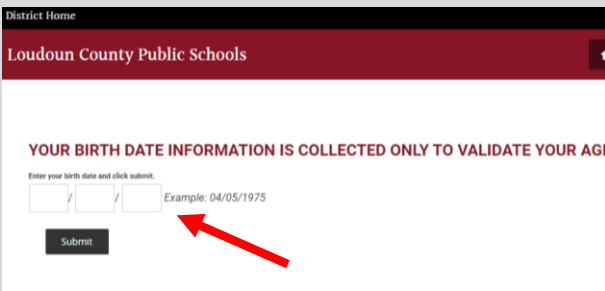
Register to use the LCPS website

If you're already a registered user you'll get an error message. You can change your User Name by re-registering.

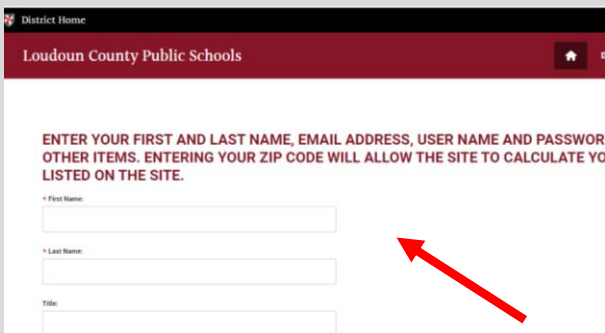
Go to www.lcps.org, scroll to the very bottom right hand corner of the main page and click "Users", then "Register"



Enter your birth date and click on **Submit**

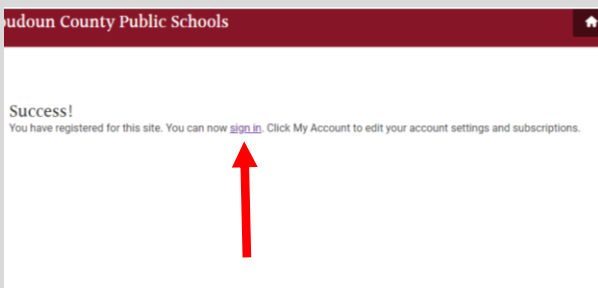


Enter your personal information and set up your **User Name** and **Password**



You will get a "Success!" confirmation.

Click [sign in](#).



Register for a Workshop or Event

You must have registered to use the LCPS website and have a User Name and Password to Sign In.

Go to www.lcps.org, scroll to the very bottom right hand corner of the main page and click “Users”, then “Sign In”

Enter your **User Name** and **Password** and click **Sign In**

Click on **STAFF** in the upper right hand corner of the screen, then **Employee Health, Wellness and Benefits** on the left hand side.

To view the Health, Wellness & Benefits workshops, click on **Workshops and Events** under the **Wellness** drop down on the left hand side of the screen.

To register for a workshop, click on **Calendar** on the left toolbar. Choose the date of the workshop and click on the event link.

Click **Register** at the bottom of the screen. **If you are not signed in you will not have the option to Register.**

