Registration

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1. From an internet browser URL (Firefox, Internet Explorer 9 or higher, Google Chrome, or Safari) type: **uofm.ventis.ca**

![Firefox browser with uofm.ventis.ca URL](image-url)
2. Enter your username & password that was provided to you by your Department/PGME Office.

3. Click "Login".
4. Once you have logged in, the following landing page Dashboard will open.
5. Click on “Registration” (on the top bar menu). You will see the Trainees List & VENTIS Users within your Program/Department below. Click on a Trainee Name/the button.
6. A Trainee Demographics Page will open.
7. Click on "Information", A Trainee Information Page will open.
8. Click on `Courses`, A Trainee Courses Page will open.
9. Click on "Documents", A Trainee Documents Page will open.