

# Instructions for Downloading your Electronic Courseware, Lab Manuals, and Tools

**Step 1:** Visit <https://aspen.eccouncil.org>. If you already have an account, skip to Step 4.

**Step 2:** Click **Register** and fill out the registration form. Click **SUBMIT** button.

**Step 3:** You will receive a confirmation email from [aspen@eccouncil.org](mailto:aspen@eccouncil.org). Follow the instructions in the email to activate your EC-Council Aspen Portal account.

**Step 4:** Login using your Username and Password.

**Step 5:** Once successfully logged in, click **SUBMIT SUBSCRIPTION CODE** button. The **Submit Subscription Code** window will pop-up, enter the subscription/e-courseware access code in the **Subscription Code** field and click **SUBMIT**.

**Note:** Your training center will provide the **subscription/access code**. Should you not receive this, you can write to us at [aspensupport@eccouncil.org](mailto:aspensupport@eccouncil.org).

**Step 6:** If your subscription/access code is valid, you will see your course listed under **My Courses**.

**Step 7:** Click **TRAINING** button under the course to access the e-Courseware, Lab Manuals, and Tools in the **Training** area. Follow the instructions in the **Instructions** tab to download and view the files.

## **Note:**

*The e-Courseware subscription/access code is valid for 1 year from date of receipt. You need to ensure you are activating your code within this period.*

## **Support:**

You will find detailed instructions with screenshots at <https://aspen.eccouncil.org/Home/Helpdesk> to access all services available to you in the Aspen portal including your evaluation, certificate of attendance, exam score transcript and certification as well as your continuing education scheme if applicable.

Should you have any questions, please write to us at [aspensupport@eccouncil.org](mailto:aspensupport@eccouncil.org).

## **System Requirements:**

You will need administrator privileges on the device you are using to access the eCourseware.