Registering for the **nbn**™ New Developments training program

A guide for new or existing enAble™ participants

1.0
How the training works

Designers and installers can register online and select from up to three of the training modules;

- Pit and Pipe Design
- Multi-Dwelling Unit (MDU) Pathway Design
- Pit and Pipe Installation.

Design courses are online only.

Installer courses include a combination of online courses and in-person assessments with **nbn**'s approved training partner, CommTech.

2.0
enAble™ Registration
For new training participants

Access enAble™

1. Visit the enAble™ registration page (https://enable.nbnco.com.au/SelfRegisterEmployee.aspx) and complete the registration form.

   Fields marked with * are mandatory.

Enter your details

2. Complete the registration form.

   Fields marked with * are mandatory.

3. Under Occupation Details select New Developments as your Primary Employer.

4. Then, select New Developments as your Occupation.

5. Select one or multiple program modules under Task(s) performed.

   You can select multiple tasks by searching in the field and selecting each relevant item. Remove an item by clicking the x which appears next to the entry.

6. Enter your New Developments Company name and ABN number.

   Please leave the Registration Receipt Number field blank.

enAble™ registration ①

Getting started

Welcome to the registration form to become a recognised worker on the nbn™ network.

To complete your application, you will need:
- nbn™ network occupation details
- Copy of photo identification
- Copy of a passport photo

Eligibility requirements:
The enAble™ registration is applicable to all workers involved in nbn™ network construction, operation, activation, maintenance, or new development activities.

If you are experiencing difficulties, please refer to the Quick Reference Guide or call the nbn™ Contact Centre on 1800 364 626.

Personal Details ②

* First name
[First name]
Enter your legal name as per your legal identification

* Preferred name
[Preferred name]

* Last name
[Last name]

* Date of birth
[Date of birth]

Unit/Apartment/Shop number
[Unit/Apartment/Shop nur]

* Street address
[Postal address]
Enter your street number, street name, suburb, state, post code. This address needs to verify prior to saving. If your address is unable to verify, pl advised your Primary Delivery Partner Administrator for assistance.

* Mobile number
[Mobile number]

* Preferred e-mail address
[Preferred e-mail address]

Occupation Details

* Primary employer
[New Developments] ③

Secondary employer
[Select secondary employer]

* Occupation
[New Developments x] ④
[Occupation (Other)]
When selecting your occupation, associated tasks/skills are automatically added to your enAble™ registration. You are able to remove or add tasks/skills as applicable.

Task(s) performed (multiple tasks can be selected)
[ ]
Multi Dwelling Unit (MDU) pathway design ⑤
Pit and Pipe Design
Pit and Pipe Install

New Developments additional information

* New developments company name
[New developments company name] x
New developments company name is needed ⑥

Company ABN
[Company ABN]

Registration receipt number
[Registration receipt number]

Create Login Details

* Username
[Username]

* Password
[Password]

* Confirm password
[Confirm your password]

2.1
enAble™ Registration
For new training participants

7. Create a Username.

8. Create a Password. The password must be at least 10 characters long, and contain characters from 3 of the following categories:
   - Uppercase letters (A-Z)
   - Lowercase letters (a-z)
   - Numbers (0-9)
   - Special characters, such as ! $ * (

9. Upload Photo identification. A copy of your Australian Driver's Licence, Australian Passport or Australian Proof of Age Card. This will be used to verify your profile photo.

   If uploading a card, be sure to include both sides of the card in a single file.

10. Upload profile photo. This photo will be displayed on your enAble™ card. The file should be a JPG, PNG, GIF or BMP and the photo should be a clear, front on head shot without any accessories, such as hats, sunglasses or excessive makeup, which would inhibit identification.

11. Read the terms of use and mark the check boxes.

12. Click the Submit button to complete your registration.

What happens next?

You will receive an email confirming that your application has been received.

Once **nbn** has verified your details you will receive an email containing your login details (Registrations are processed within business hours).

If you have any questions or need support on the above process, please contact an **nbn**™ New Developments Administrator on newdevstraining@nbnco.com.au or (03) 8633 9547 Mon-Fri 9am-5pm.

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3.0
enAble™ Registration
For existing enAble™ users

If you have previously completed enAble™ training and would like to register for any of the New Developments program modules, please follow these steps:

Access enAble™

13. Log in to the enAble™ portal (https://enAble.nbnco.com.au/login.aspx).

14. Go to the Personal Details page within enAble™.

Select one of the dashboard icons to begin.

Red alerts indicate action is required.

PERSONAL DETAILS

ACCREDITATION

COMMUNICATIONS

MY DOCUMENTS

REFERENCE LIBRARY

UPLOAD HISTORY

3.1
enAble™ Registration
For existing enAble™ users

Edit your details

15. Click the Edit Details button.

16. Add New Developments as a Primary or Secondary Employer.

17. Add New Developments as an Occupation.

18. From the drop-down list, add one or all of the following modules as a Task(s) performed.
    - Multi-Dwelling Unit (MDU) Pathway Design
    - Pit and Pipe Design
    - Pit and Pipe Install

19. Enter your New Developments Company Name

20. Click the Save button

21. The modules can then be found in your Accreditation Dashboard page.

* Primary employer

Admin DP ④

Please be aware that changing your Primary Delivery Partner may lead to your status changing to 'Inactive'. Ensure the Primary Delivery Partner you are nominating is going to verify your request.

Secondary employer

New Developments x ④

Subcontractor/Company

Subcontractor/Company

Use a semi-colon (;) between subcontractors if multiple are needed.

* Occupation

Crane, Hoist or Lift Operator x   New Developments x ⑤

Occupation (Other)

When selecting your occupation, associated tasks/skills are automatically added to your enAble™ registration. You are able to remove or add tasks/skills as applicable.

Task performed ⑥

Build Fibre Enclosures and Install Splitters (MT-LFN)   Fibre Inspection and Cleaning
Fibre Splicing   Perform Copper Intercept (FTTC)   Multi Dwelling Unit (MDU) pathway design x
Pit and Pipe Design x

* New developments company name

New developments company name ⑦

Registration receipt number

Registration receipt number

Company ABN

Company ABN

HSE accreditations

Select HSE

Close account

Save ⑧

Cancel