Applicant’s Guide to Registering for the ECOMM Test

1. Go to www.nationaltestingnetwork.com

2. Hover over Find Jobs and click on Emergency Communications Jobs.

3. Select the checkbox next to Denver City and County.
4. Scroll down and on the left hand side and click the Continue button under Currently Selected.

*Note – The ECOMM test is used for Denver 911 and Denver Airport Dispatcher positions. Please verify you are applying for the correct position.

5. When the REVIEW! message opens click This is All I Want.
6. Read through the job information and qualifications for the position. If you meet these qualifications click **Continue** at the bottom of the screen.

7. The next screen will list all of the available testing locations. Select the location at which you wish to test by clicking the radio button next to the location (you can only view one location’s schedule at a time. If the location does not have a radio button next to it there are no test sessions currently available).

8. Once you have selected a location scroll to the bottom of the page and click **Continue**
9. The testing location’s calendar will open. Select the time you wish to test by clicking on it.

![Calendar Image]

10. Review the time, date, and location you wish to test. If the information is correct click Continue.
11. If you are new to NTN you will need to create a new account by clicking **Register for a New Account**. If you have tested with NTN before, log into your existing account and skip to step 14.

12. If you are creating a new account fill out the requested information on the next screen and click **Create Account**.

13. Read the Terms of Use. At the bottom click the **I agree** checkbox and click **Continue**.

14. On the next screen review the time, date, and location of your test. Enter your payment information and click **Accept and Purchase**. Be sure to print your confirmation for your records.

***If you need to make changes to your testing date after you have completed the payment process please contact NTN Support by clicking **Contact** at the top left of the screen.***