

QuickTags Online Training—Quick Reference Guide

Purpose: The QuickTags Online Training website was developed to provide step-by-step guidance on how to access and utilize the QuickTags system. The training is self-guided and provides participants with access to user guides, training videos and step-by-step instructions. It is strongly urged that you download the user guide(s) and view all of the training videos BEFORE accessing the QuickTags production website (<https://co.quickcartag.com>) to begin generating and researching temporary registration permits.

Note: It is important to note that the QuickTags Online Training website (<http://www.co.quicktagstraining.com/>) is an entirely different website than the actual QuickTags production system website (<https://co.quickcartag.com>). These websites are hosted and supported separately. Both sites have independent login processes.

Getting Help: For questions regarding the QuickTags Online Training website (<https://co.quickcartag.com>), you may contact the Training Administrator at tamika.banks@ffxing.com. For all other questions regarding the actual QuickTags system (<https://co.quickcartag.com>), contact the QuickTags Help Desk at (844) 425-5824, Monday through Saturday.

Accessing QuickTags Online Training: To access the QuickTags Online Training, enter this web address: <http://www.co.quicktagstraining.com>.

The screenshot shows the 'Online Training for CO DMV' website. The header includes the Colorado Department of Revenue logo and the text 'You are not logged in. (log in)'. The main content area is titled 'Available courses' and lists three training options: 'QuickTags Sales Person Training', 'QuickTags Dealership Admin Training', and 'QuickTags Law Enforcement Training'. A 'NAVIGATION' panel on the left contains links for 'Home' and 'Courses'. A 'CONTACT THE HELP DESK' section provides contact information for Fairfax Imaging Support. A red box highlights the 'Enrollment keys' section, which lists: 'Sales Person Training: SalesPers#4', 'Dealer Training: DealerGroup#2', and 'Law Enforcement Training: Officer#3'. Red arrows point to the 'log in' link, the 'Enrollment keys' box, and the 'Help Desk' contact information.

Online Training for CO DMV

You are not logged in. (log in)

NAVIGATION

- Home
- Courses

CONTACT THE HELP DESK

Fairfax Imaging Support

Address:
5215 W. Laurel Street,
Suite 110 Tampa, FL 33607-1758

Toll Free: 844.425.5824

Fax: 813.881.1600

Hours:
Monday 9 AM - 11 PM
Tuesday 9 AM - 11 PM
Wednesday 9 AM - 11 PM
Thursday 9 AM - 11 PM
Friday 9 AM - 11 PM
Saturday 9 AM - 11 PM
Sunday Closed

Available courses

- QuickTags Sales Person Training**
The QuickTags Sales Person Training was created to teach dealership sales staff to process and document the issuance of Temporary Tags across the state of Colorado.
- QuickTags Dealership Admin Training**
The QuickTags Dealer Admin Training was created to teach dealership administrators (managers) how to use the Quick Tags system to manage their dealership.
- QuickTags Law Enforcement Training**
The QuickTags Law Enforcement Training was created to teach local law enforcement to research Temporary Tags issued in the state of Colorado.

Enrollment keys:

- Sales Person Training: **SalesPers#4**
- Dealer Training: **DealerGroup#2**
- Law Enforcement Training: **Officer#3**

Figure 1: Site Home Page

Register to access the QuickTags Online Training website: Click **Log in** on the top right of Site home page (<http://www.co.quicktagstraining.com>). On the Log in screen, click the **Create New Account** button. Complete the registration process. You will get an email that will prompting you to confirm your account.

Online Training for CO DMV You are not logged in.

Department of Revenue
Division of Motor Vehicles

Home Log in to the site

Log in

Username / email

Password

Remember username

[Forgotten your username or password?](#)

Cookies must be enabled in your browser [?](#)

Is this your first time here?

Hi! For full access to courses you'll need to take a minute to create a new account for yourself on this web site. Each of the individual courses may also have a one-time "enrollment key", which you won't need until later. Here are the steps:

1. Fill out the New Account form with your details.
2. An email will be immediately sent to your email address.
3. Read your email, and click on the web link it contains.
4. Your account will be confirmed and you will be logged in.
5. Now, select the course you want to participate in.
6. If you are prompted for an "enrollment key" - use the one that your teacher has given you. This will "enroll" you in the course.
7. You can now access the full course. From now on you will only need to enter your personal username and password (in the form on this page) to log in and access any course you have enrolled in.

Register here first. [Create new account](#)

Figure 2: Registration for Online Training

NOTE: Registration for this QuickTags Online Training website (<http://www.co.quicktagstraining.com/>) is a separate registration than registering for the QuickTags system (<https://co.quickcartag.com>). You cannot log into QuickTags using the credentials you created for accessing the online training website.

Course Enrollment: Once you are confirmed as a registered user, you can enroll in the course of your choice. To enroll click the name of the course you would like to enroll in. You will be prompted to provide an enrollment key.

You can use the links below to enroll in the course of your choice.

- To enroll in the [QuickTags Sales Person Training](#) enter: **SalesPers#4**
- To enroll in the [QuickTags Dealership Admin Training](#) enter: **DealerGroup#2**
- To enroll in the [QuickTags Law Enforcement Training](#) enter: **Officer#3**