

## *Praesidium Academy Quick Start Guide*



Welcome to Praesidium Academy! Below, you will find instructions for enrolling and logging in to training. If you have any questions, please contact our Support Team at [support@praesidiuminc.com](mailto:support@praesidiuminc.com) or 817-801-7773.

### **To Enroll:**

1. Go to <https://www.praesidiumacademy.com/redeem>
2. Fill in your contact information including First Name, Last Name, Email Address, and desired Password.
3. Enter the appropriate registration code for your organization (attached spreadsheet OR ask your Administrator).
4. Click **Validate** to confirm registration code.
5. Click the checkbox to agree to the Terms & Conditions.
6. Click **Redeem**.
7. Write down your user login and password for future reference.
8. Answer the **Registration Questions** about your status and role within the organization.
9. Click **Save & Continue**.
10. To begin taking training immediately, scroll down and click a course to start the content.