

## *Praesidium Academy Quick Start Guide*



Welcome to Praesidium Academy! , 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 or -801-7773.

**BETWEEN**

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### **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 (below).
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.

### **Organizational Registration Codes**

#### **Organization: Episcopal Diocese of Albany**

Episcopal Diocese of Albany- Cathedral of All Saints (Albany) re	reg-episdioalbany-259-saintsalbany
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