

WELCOME TO PEDAGOGY!

This is your Quick Start Guide to log into the site and begin taking your courses. We encourage you to explore the entire www.PedagogyEducation.com site as well as new courses are frequently released. We are here to ensure your success, if you need help please call 903-871-2150 or email us at support@pedagogy-inc.com

LET'S GET STARTED!

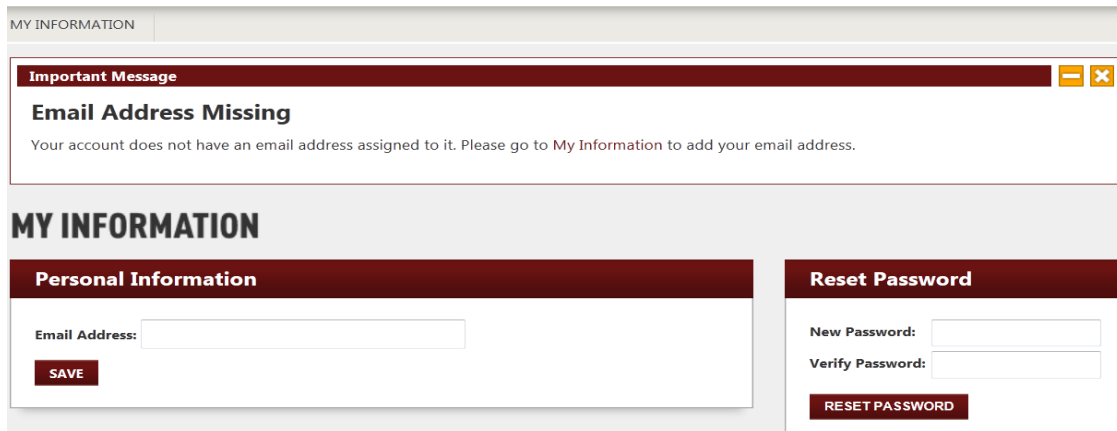
Go to the web site: <http://portal.pedagogyeducation.com> Enter your user name and password.

User name is: **firstname.lastname** (make sure not to forget the “dot” between names.)

Password is: **password** (all lower case letters) Click the **log in** button.

You will be taken to the “**My Information**” page where you will fill out your personal information which includes: email address, name as it should appear on your certificate and licenses if applicable. **Make sure your name appears here as it needs to for your certificates. Information on your certificate cannot be edited once you have completed the course.**

Here you will also reset your password to your personal choice. Retype the new password to confirm and click “**Reset Password**”; Click **SAVE** when done.



MY INFORMATION

Important Message

Email Address Missing

Your account does not have an email address assigned to it. Please go to My Information to add your email address.

Personal Information

Email Address:

SAVE

Reset Password

New Password:

Verify Password:

RESET PASSWORD

Click the “**My Classes**” tab. On “**My Classes**” the courses that have been assigned to you are under “**Pending Classes**”. **Click on the course title, to launch the course.**

Note the tabs **Take My Class** and **Take My Test**. You can toggle between the two tabs at any time to review material even if you are taking the test.

We strongly suggest you view the “**How To Pedagogy**” course that will be in your dashboard. This “course” is a short review of how to use our online navigation, take a test and print your certificate once the course is complete. You may find our User Guides under the “How To” tab for printed user instructions.