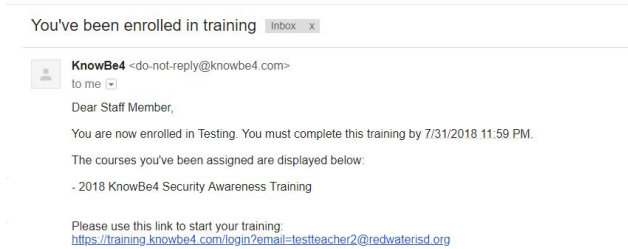
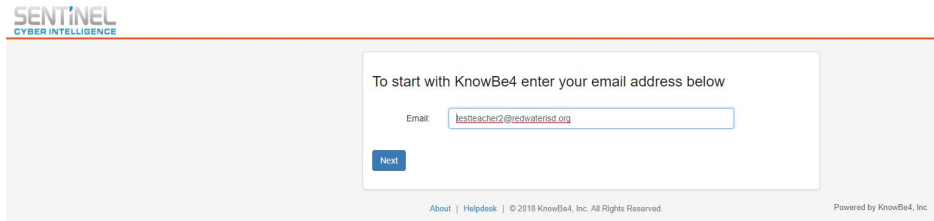


# KnowBe4 Instructions

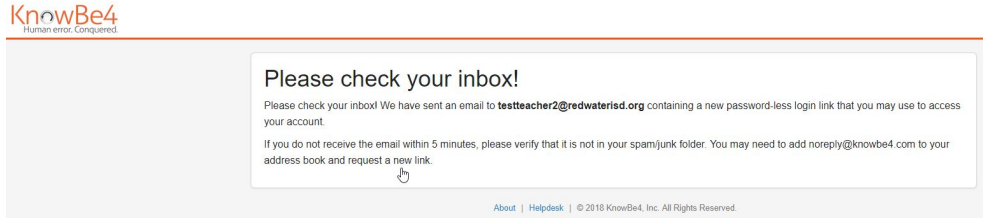
1. You will receive an email on June 5, 2018 from KnowBe4 with a link to start your training.



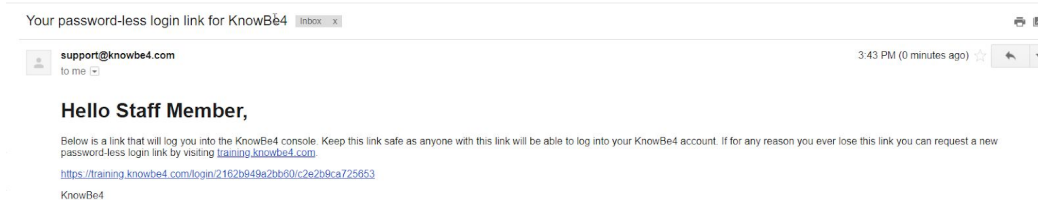
2. After clicking the link in the email, enter your email address to start with KnowBe4.



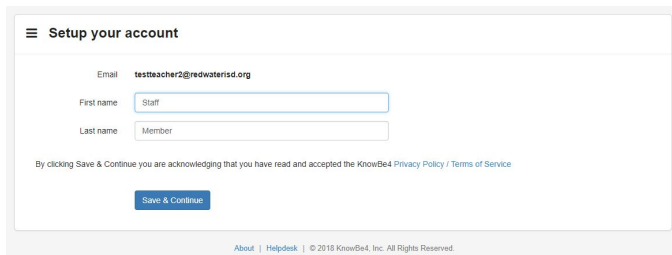
3. You will then receive a message to check your email for a new password-less link for training.



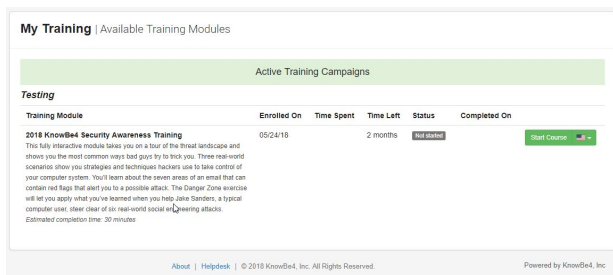
4. Check your email for a message from [support@knowbe4.com](mailto:support@knowbe4.com) and click the link in it to begin.



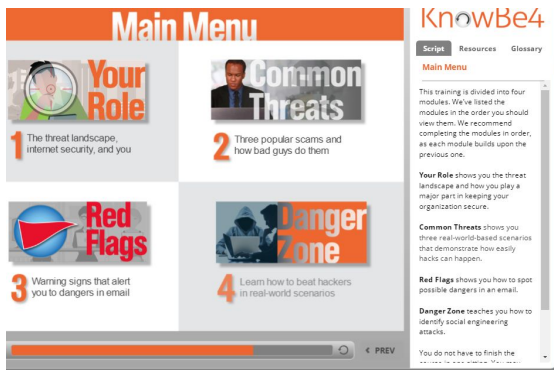
5. Enter your first and last name on the Setup your account page . Click Save & Continue.



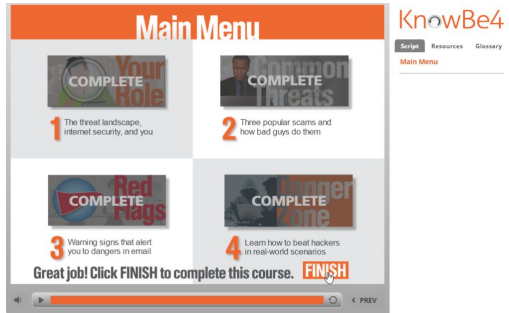
6. Click the green Start Course button on the My Training page.



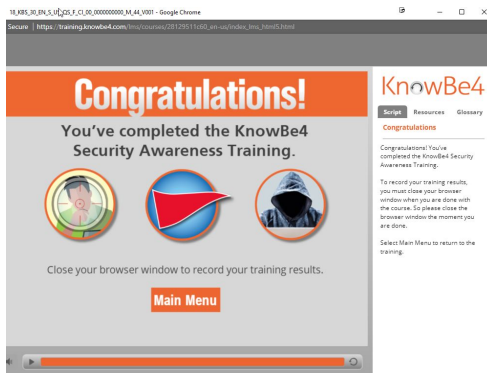
7. Begin the first module by clicking on Your Role. Complete all four modules of the training.



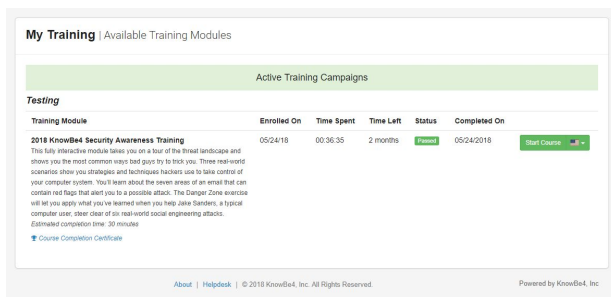
8. Click the orange Finish button after you have completed all four modules.



9. Once you have completed the training a Congratulations! window will open. Click the X in the top right of the window to record your results.



10. You may click the Course Completion Certificate if you want to print a certificate.



11. You will receive an email once you have completed the training.

