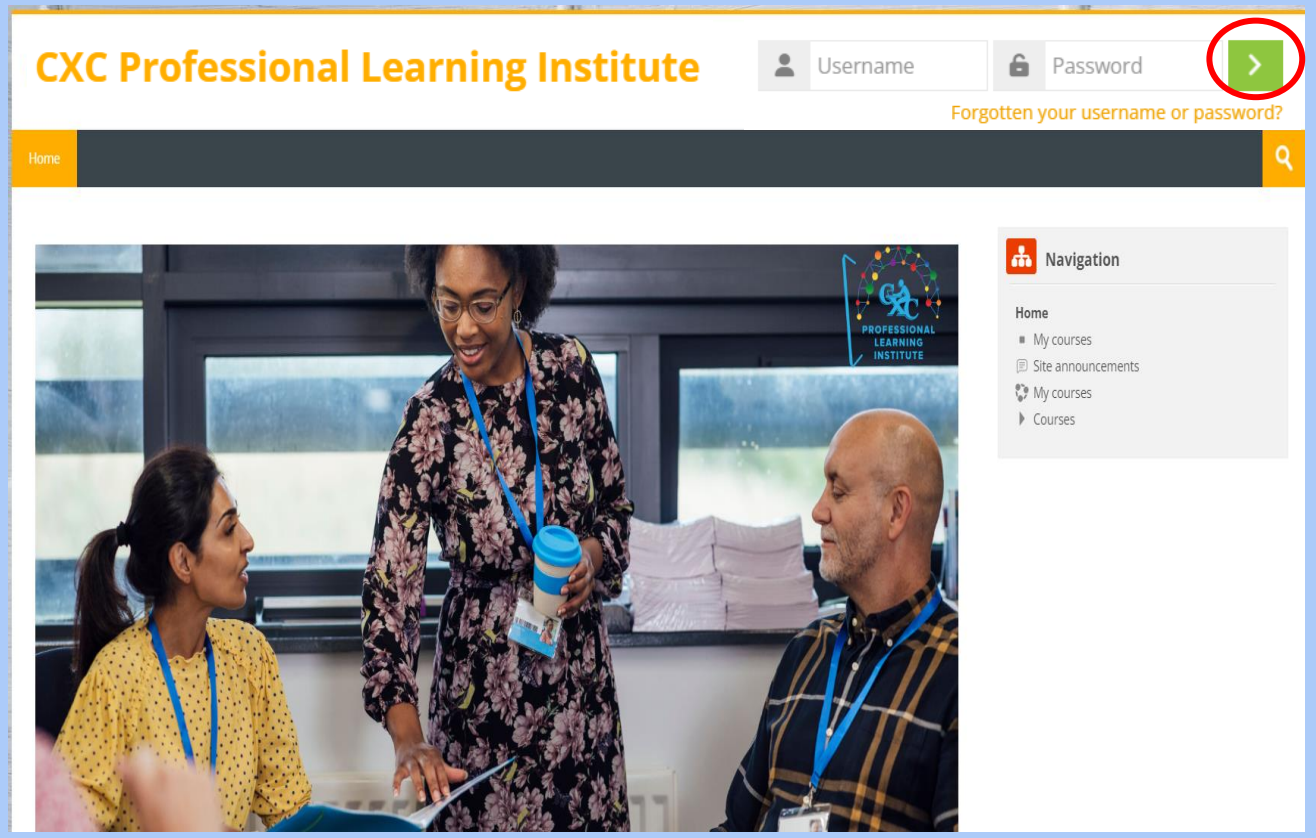
NEW USER

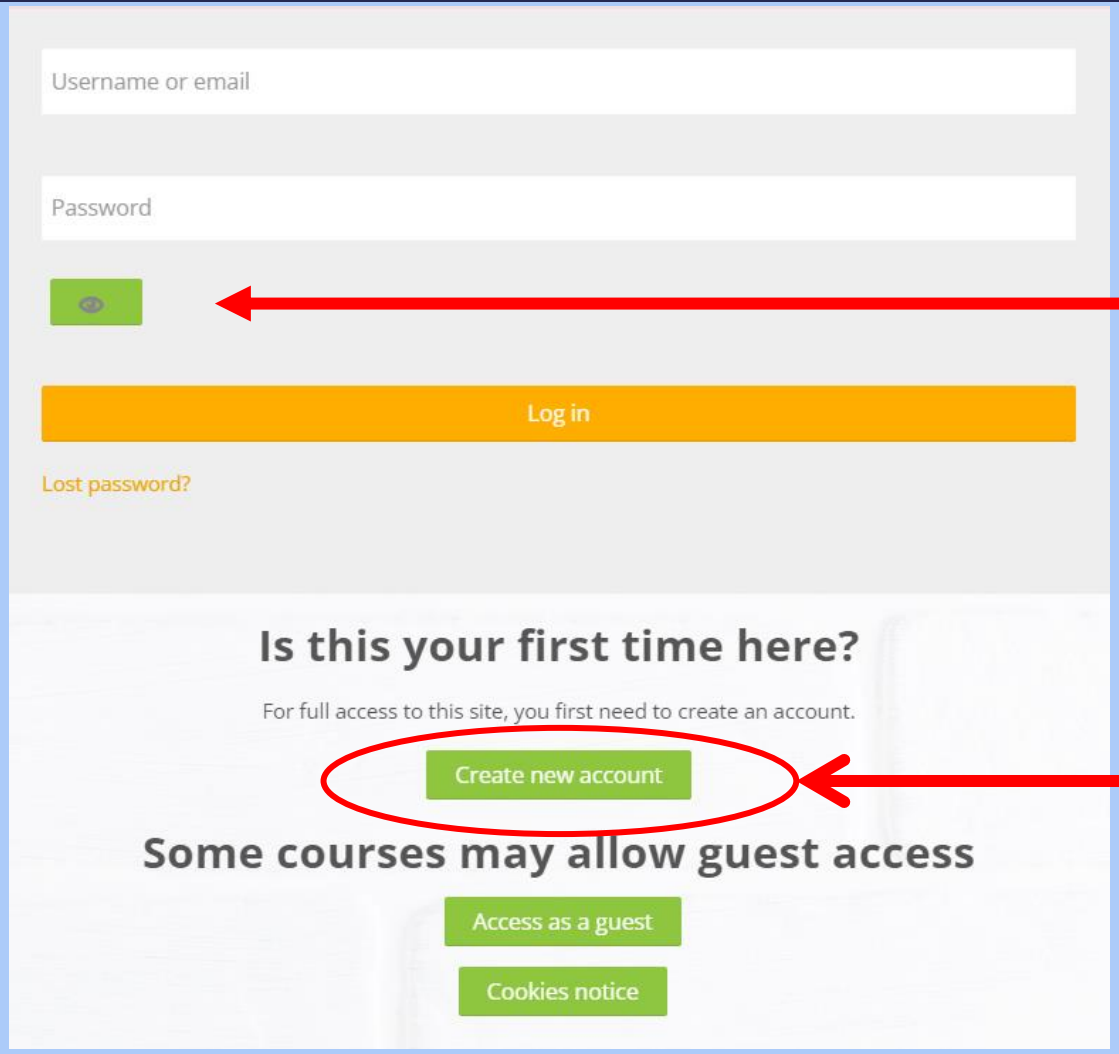
SIGN-UP GUIDE

STEP 1



Click the arrow in the right-hand corner of the screen.

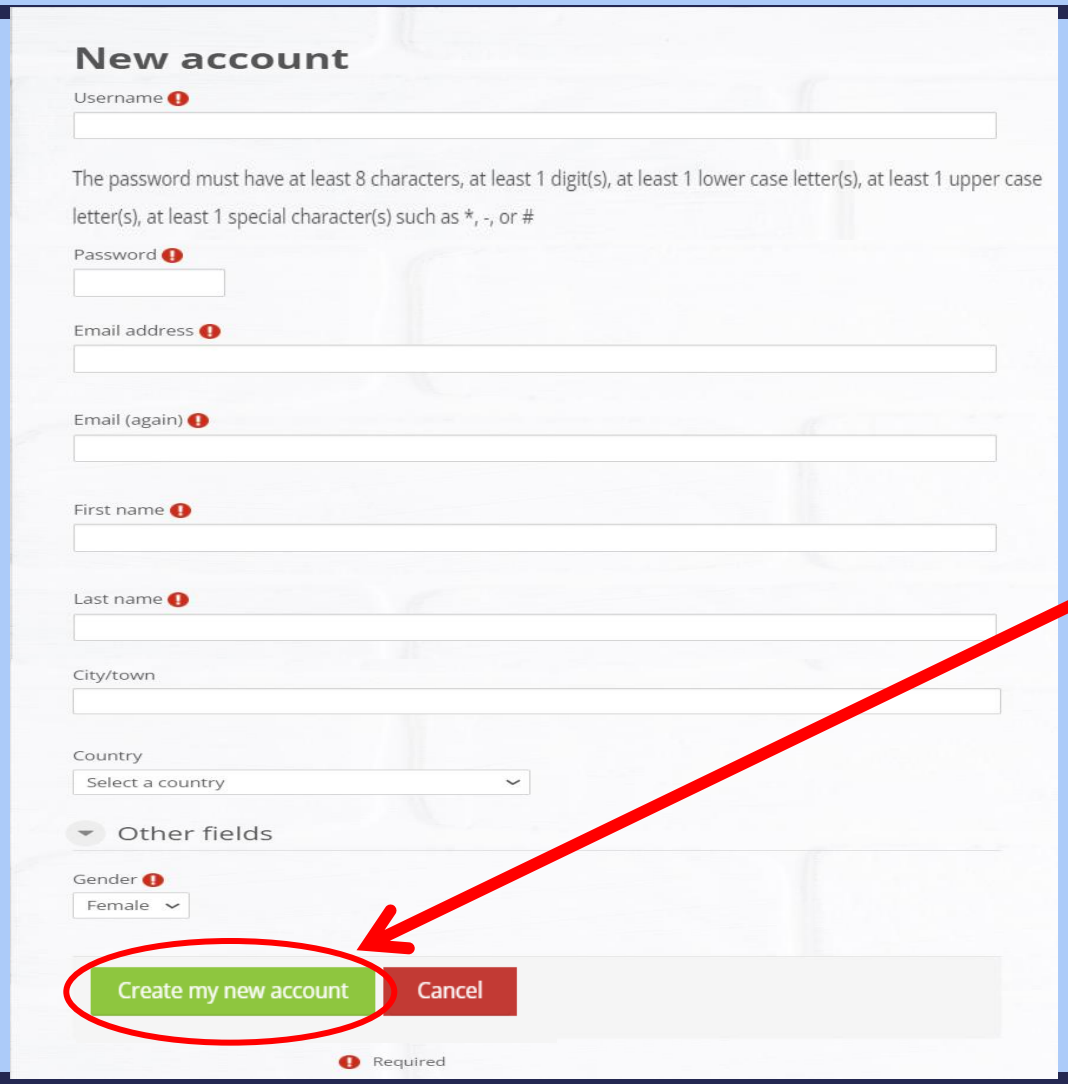
STEP 2



If you have an account, input your username and password then click the *login button*.

If you do not have an account, scroll down to **Is this your first time here?** and click on **Create new account**.

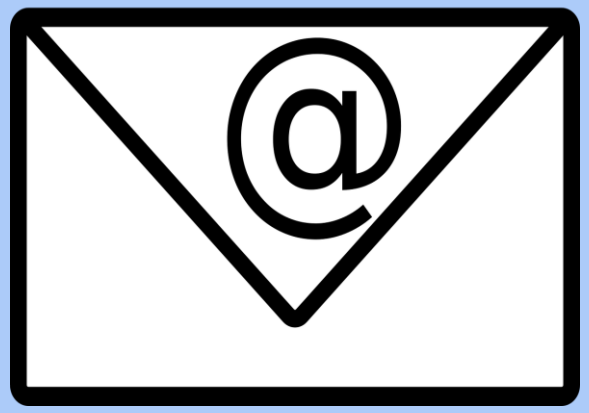
STEP 3



Fill in the *new account form* and click **Create my new account**.

NOTE: Be mindful of the criteria when creating your password.

STEP 4

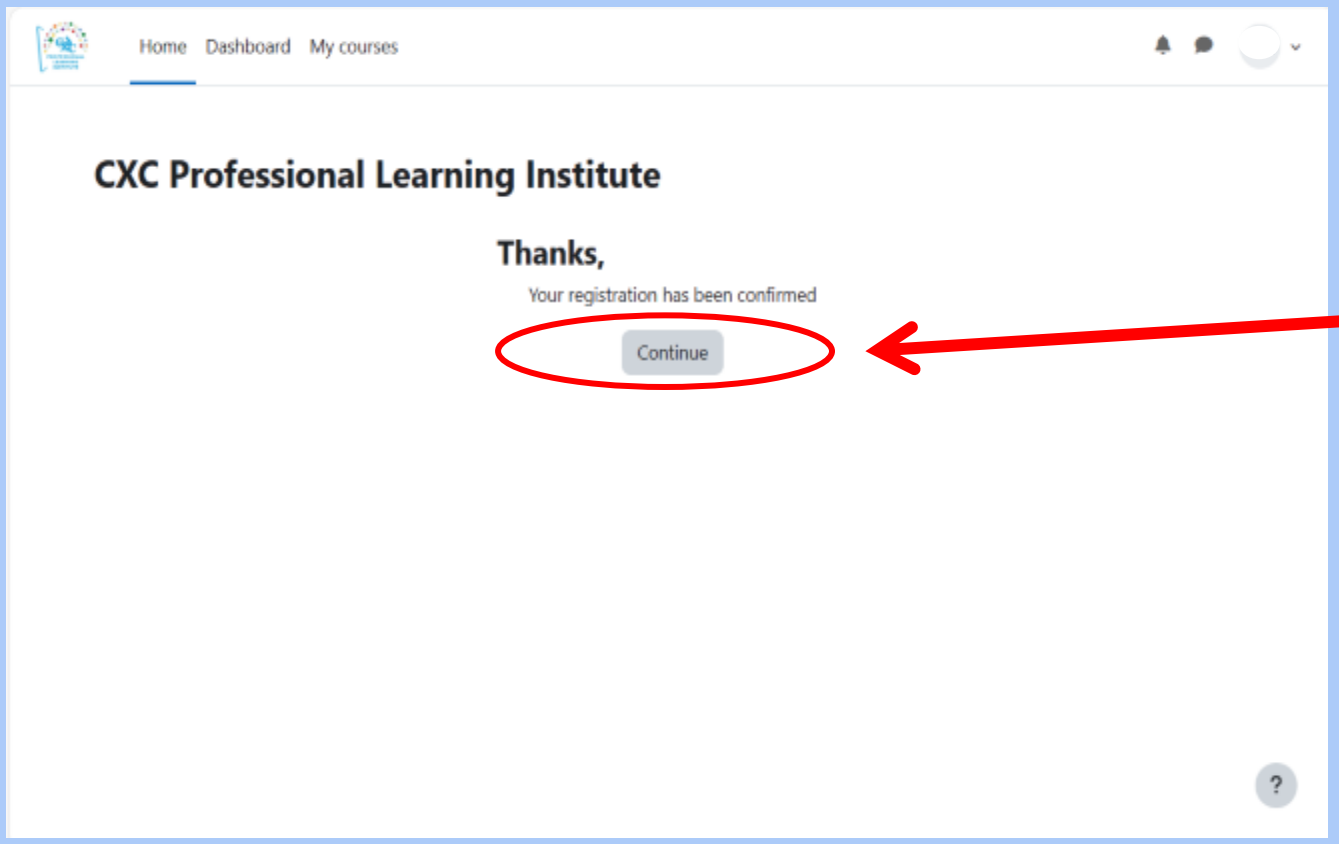


Source:
https://www.needpix.com/photo/810430/email-address-icon-symbol-contact-e-mail-mail-icon

To authenticate you as a user, an email will be sent to the email address you provided. Retrieve the email now.

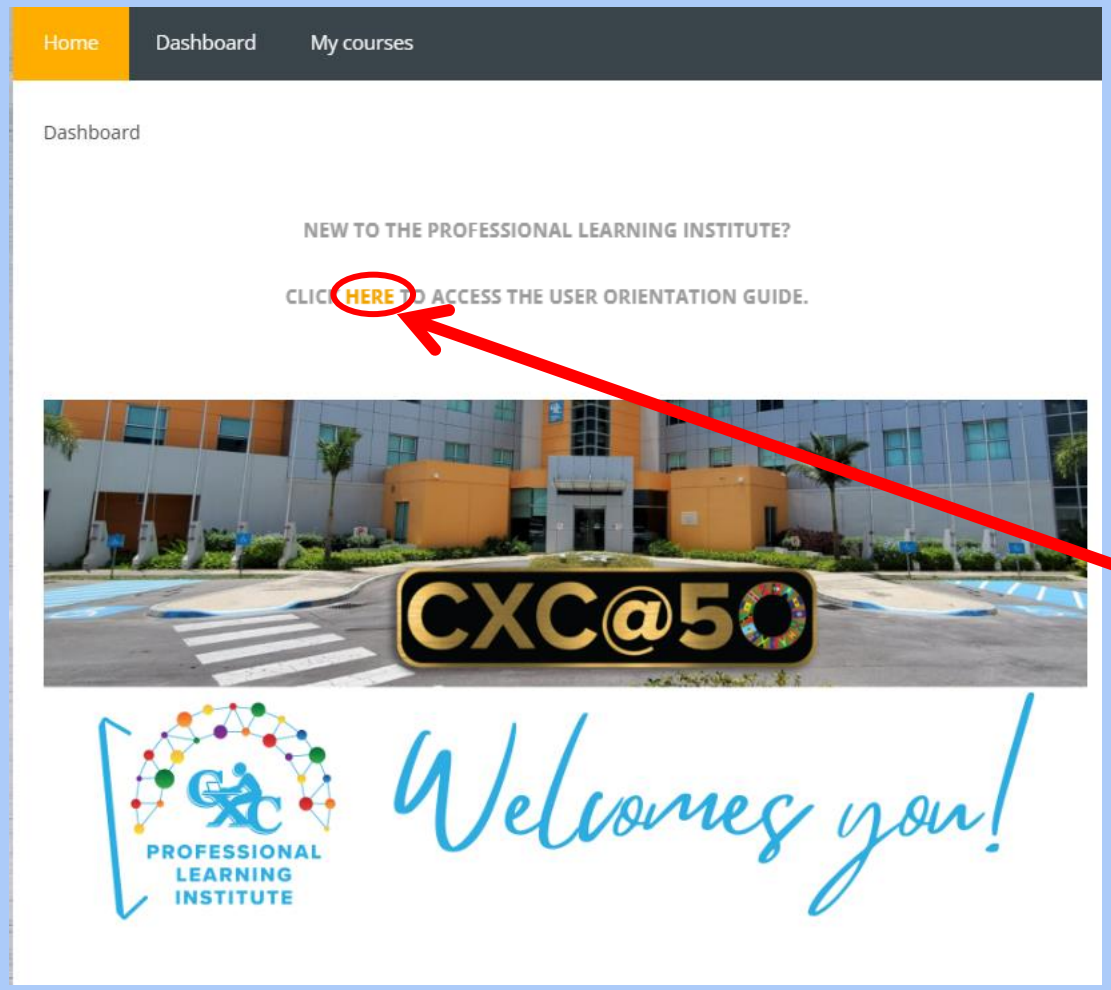
The email will contain an authentication link. Click on the link **OR** cut and paste the link into the address line at the top of your web browser window.

STEP 5



The link will take you to the page shown. Click on **Continue** and you will be taken to your online dashboard.

STEP 6



Congratulations

You are now a registered user of the CXC® PLI!

Click on **HERE** to access the orientation guide.