

Creating an account

Get started at the TAL Risk Academy: here's how to set up your account, and some troubleshooting tips

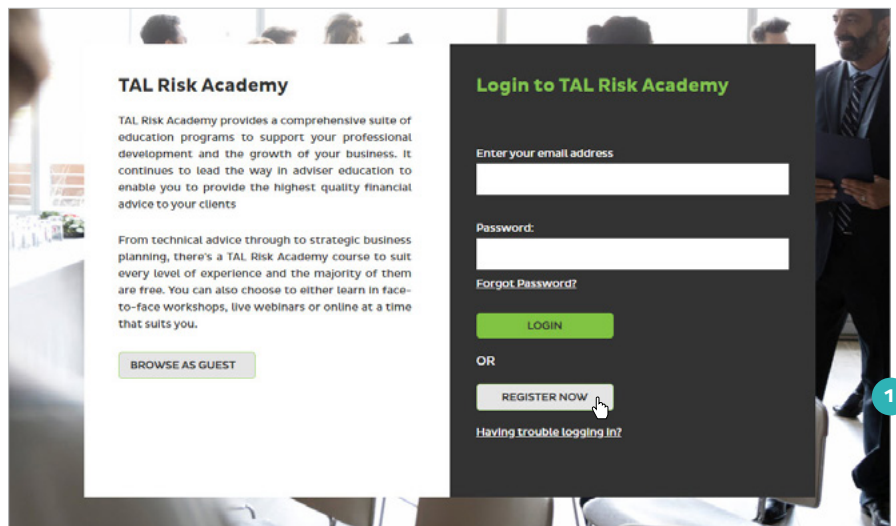
TAL RISK ACADEMY QUICK REFERENCE GUIDE

Launch the TAL Risk Academy Learning Management System

To enrol in TAL Risk Academy courses, you need to have an account on the Learning Management System (LMS). This is separate from your TAL Adviser Centre account.

To set up your Risk Academy LMS account:

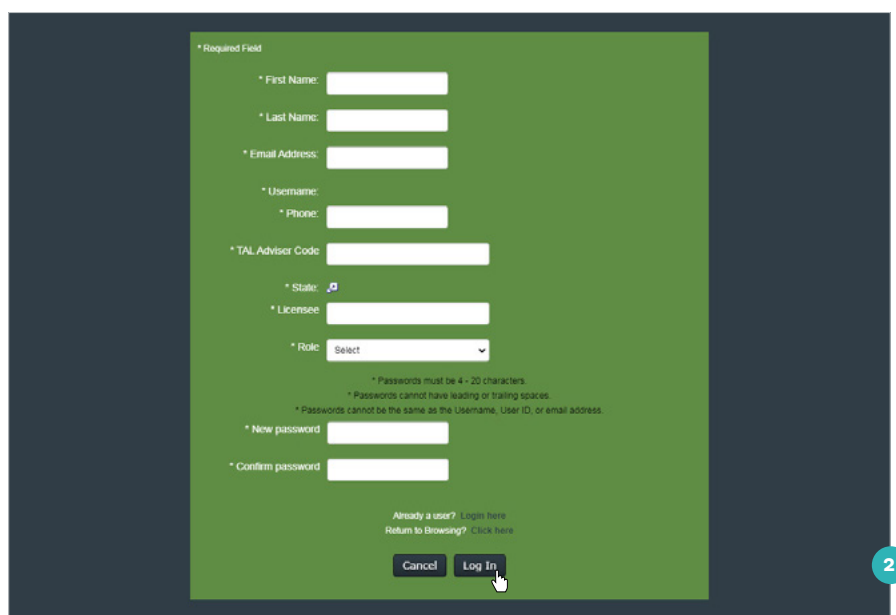
- 1 Go to riskacademy.tal.com.au and click 'Register Now'



- 2 Complete your details on the registration page and click 'Log In'.

You only register once. From there, you just need to log in to enrol in courses, complete tests, download learning material and find your CPD certificates.

If you get stuck, there are some troubleshooting tips on the next page. Otherwise, you're now you're ready to explore and enrol in courses.



Some troubleshooting tips

Two common questions we get asked when people are completing the registration form include:

3 "I don't have an adviser code - what should I do?"

You can use the code of the primary adviser at your practice. Having the same adviser code won't affect your individual learning journeys or training records



A screenshot of a registration form with a green background. The form includes fields for First Name, Last Name, Email Address, Username, Phone, TAL Adviser Code, State, Licensee, Role, and New password. A callout box with a dashed border and a green background highlights the TAL Adviser Code field, with a circular '3' in the top right corner of the callout.

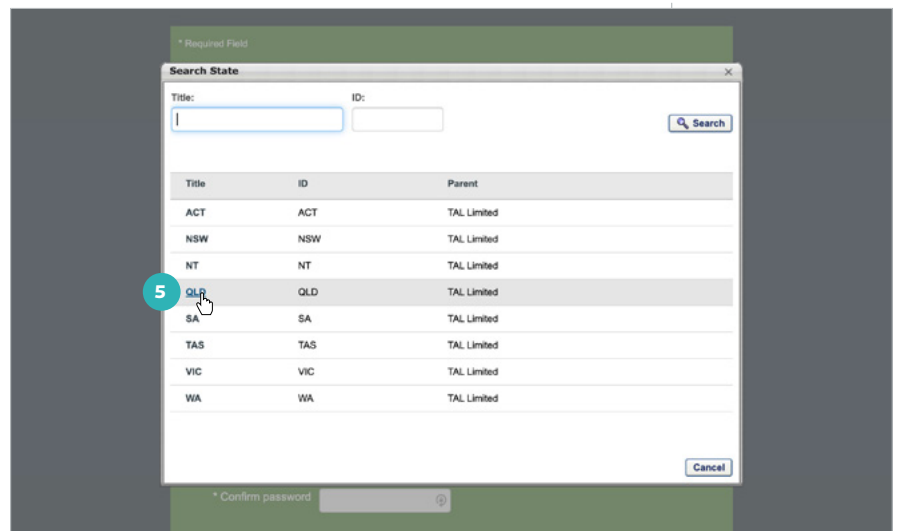
4 "I can't select my state - what should I do?"

Click on the state pop-out icon

5 And then select your state from the first column in the pop-up window.



A screenshot of the registration form, similar to the previous one. A callout box highlights the State field, which has a small pop-out icon next to it. A circular '4' is in the top right corner of the callout.



A screenshot of a 'Search State' pop-up window. It has a search bar with 'Title' and 'ID' labels and a 'Search' button. Below is a table with columns 'Title', 'ID', and 'Parent'. A circular '5' is in the top left corner of the pop-up window.

Title	ID	Parent
ACT	ACT	TAL Limited
NSW	NSW	TAL Limited
NT	NT	TAL Limited
QLD	QLD	TAL Limited
SA	SA	TAL Limited
TAS	TAS	TAL Limited
VIC	VIC	TAL Limited
WA	WA	TAL Limited

If you need a hand, contact the Risk Academy team on **1800 748 682** or via email at riskacademy@tal.com.au

riskacademy.tal.com.au