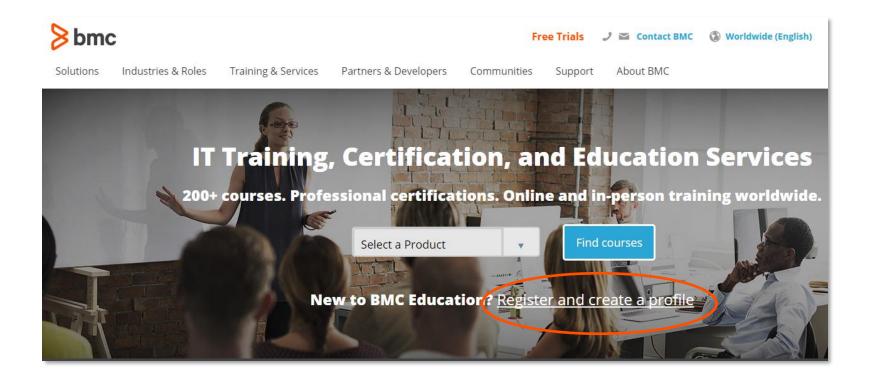


Creating a BMC Academy Account

Navigate to www.bmc.com/education

Click Register and create a profile.

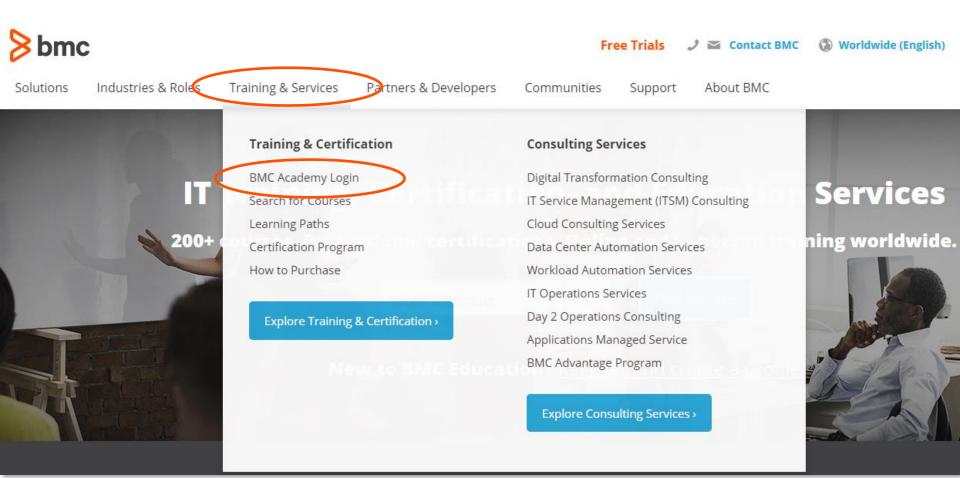




Accessing BMC Academy

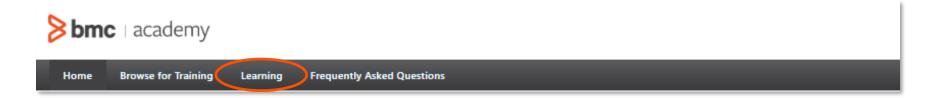
Log in at www.bmc.com/education.

Click Training & Services, then select BMC Academy Login.

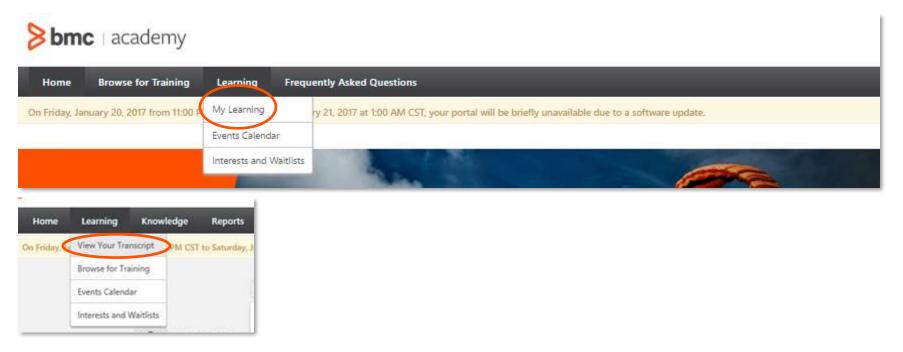


Accessing the Student Transcript

In the upper-left side of the menu bar, click **Learning**.



Then select **My Learning** or **View Your Transcript**, depending on which is visible.



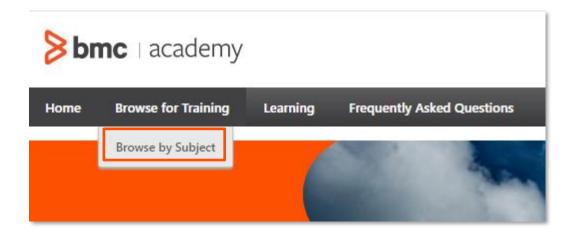


Searching for training

In the upper-right side of the window, enter a value in the search field.

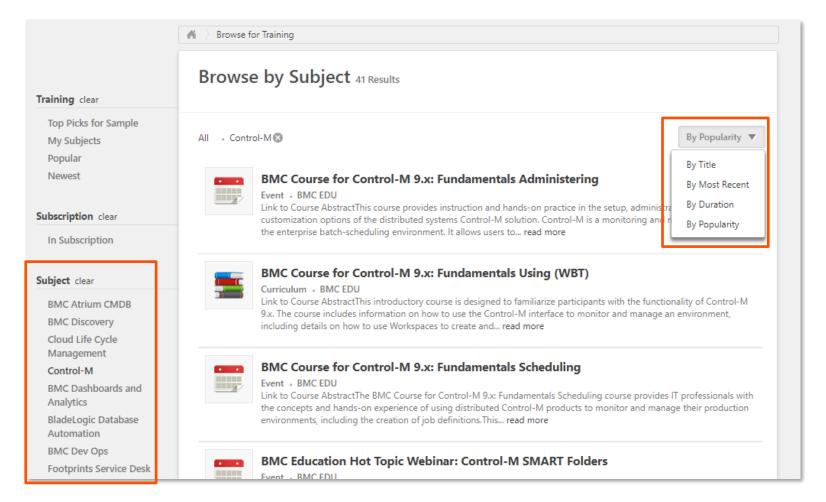


Alternately, hover over Browse for Training in the menu bar and click Browse by Subject.



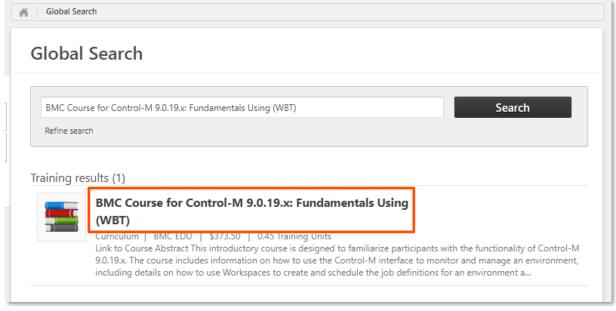
Browsing for training

The Browse by Subject page allows you to view the training associated with a subject. Subjects are displayed on the left side of the page. Sorting options may be adjusted in the upper right corner of the page.



Adding online training to the shopping cart

Once you find the training you would like to purchase, click the training title then click Add to Cart.



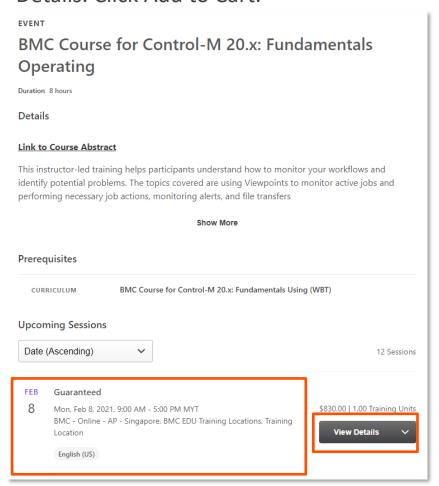


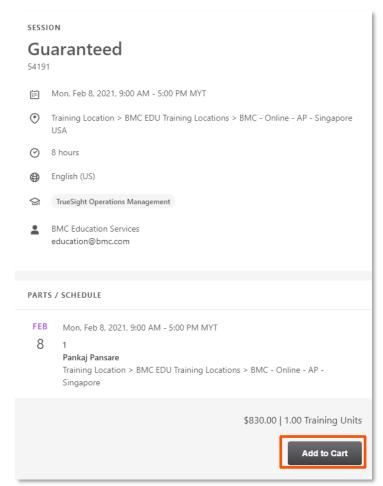
Note: Instructor led courses have a different training details page. Advance the page for details.



Adding instructor led training to the shopping cart

Find the session that matches your desired time zone and date, then select View Details. Click Add to Cart.







Purchasing training

Confirm the shopping cart includes the desired training. The shopping cart shows the price in local currency by default. Click the "Training Units" tab to see the course price in training units.

