



FRANKLIN
TEMPLETON

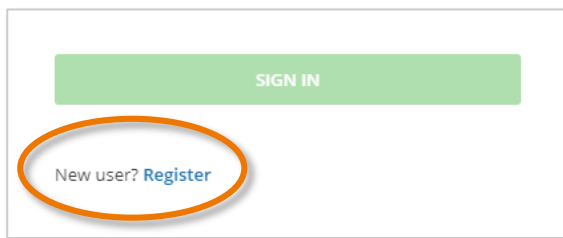
FRANKLIN TEMPLETON ACADEMY

REGISTRATION GUIDE

WELCOME TO TRAINING WORTH TAKING

Our online self-paced learning modules make it easier than ever to learn when, where and how it's most convenient for you. All you need to do is register online – here's how.

1 | Navigate to the Franklin Templeton Academy website



The first step is to visit www.ftacademyonline.com

As a first-time user, click **REGISTER**.

2 | Complete the registration fields

Your first and last name will appear on your CPD Certificates exactly as entered in these fields

Your password must be at least 8 characters in length and contain at least 1 number

When selecting your region, under Asia choose **Australia** to ensure you receive CPD accredited courses and certificates.

Register Step 1/2

Begin your new learning experience by simply filling out this form.

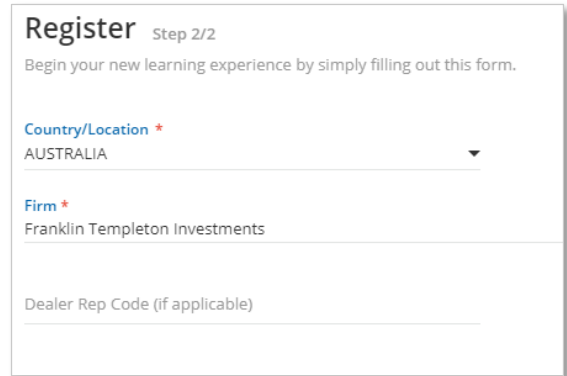
Username * advisorsmith@advisor.com	Email * advisorsmith@advisor.com
First Name * Advisor	Last Name * Smith
Password *	Retype Password *
Language English	Please select your region * Australia

I accept the terms of use and acknowledge the privacy policy

Existing user? [Sign In](#)

2 | Complete the registration fields (con't)

To continue, please read and accept the terms of our privacy policy then click **NEXT**.



The registration form is titled "Register Step 2/2" and includes the instruction "Begin your new learning experience by simply filling out this form." It contains three input fields: "Country/Location" with a dropdown menu showing "AUSTRALIA", "Firm" with the text "Franklin Templeton Investments", and "Dealer Rep Code (if applicable)" which is currently empty.

Once relevant fields have been completed, click **REGISTER** to proceed.

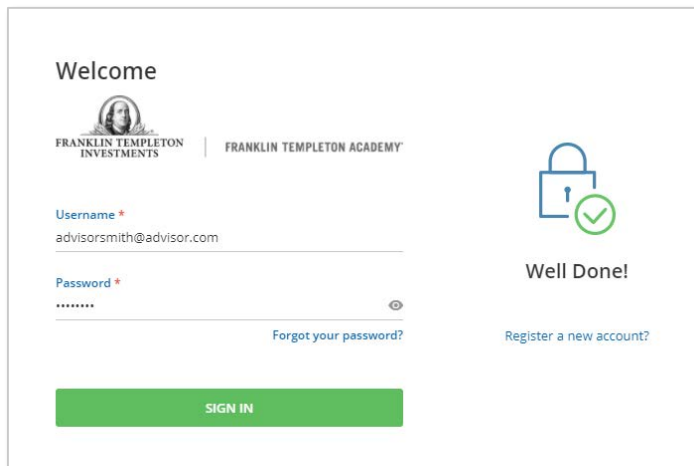


3 | Check your inbox

Our system will instantly send an account verification email to the email address you provided. Simply click the unique link in the email or copy and paste it into your browser.

To complete the registration process, please click on the link below, (or copy it in your web browser address bar)

<https://www.ftacademyonline.com/learn/user/confirm-registration/90f9a85f9281aec67da4b40dc54e3012>



The login page features the Franklin Templeton logo and the text "FRANKLIN TEMPLETON INVESTMENTS | FRANKLIN TEMPLETON ACADEMY". It includes a "Welcome" message, a "Well Done!" confirmation message with a lock icon, and a "SIGN IN" button. The login fields are "Username" (with the example "advisorsmith@advisor.com") and "Password". There are links for "Forgot your password?" and "Register a new account?".

This link will redirect you back to the login page, with a 'Well Done!' message to indicate your activation was successful.

Use your credentials to login and you now have full access to course material.

If you do not receive a confirmation email within a few minutes, please send an email to ftacademyonline@franklintempleton.com requesting your registration to be confirmed.

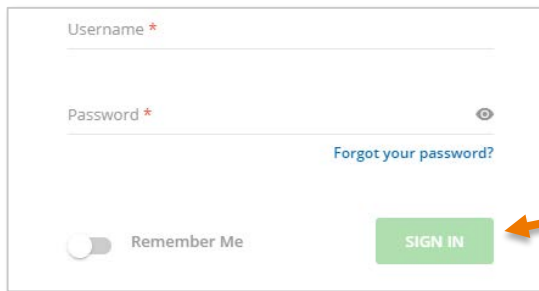
To launch a course, you'll first need to enroll in it. Keep reading this guide to learn how to add a course to your *My Courses and Learning Plans* menu and start earning CPD hours.

COURSE ENROLLMENT AND LAUNCH

Want to start earning CPD hours?

To begin, you'll need to enroll in a course – here's how.

1 | Navigate to the Franklin Templeton Academy website

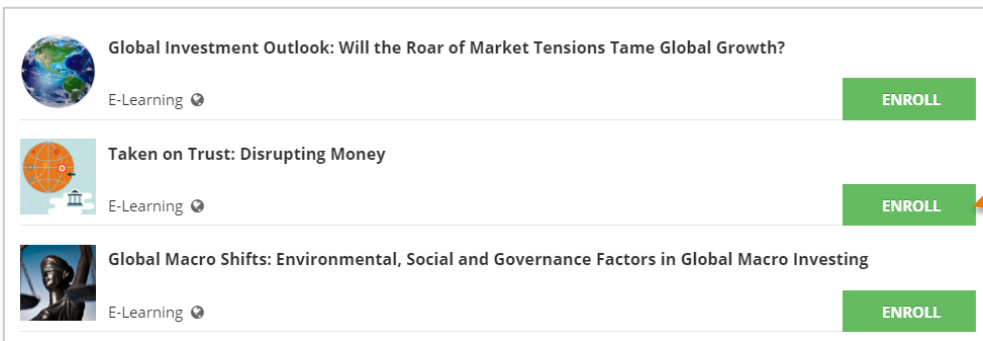


The first step is to visit www.ftacademyonline.com

Input your user credentials and click Sign In

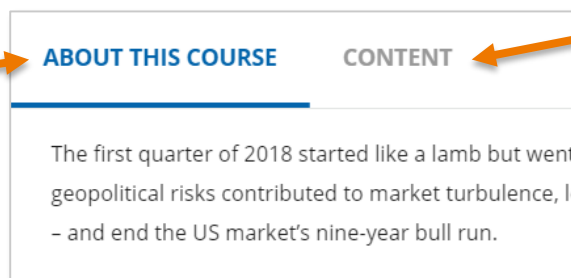
2 | Select a course and complete enrollment

You'll be redirected to the home page and see a list of courses available.



To learn more about a course, including its summary and CPD hours, click ENROLL.

The ABOUT THIS COURSE tab displays the course description and CPD accreditation



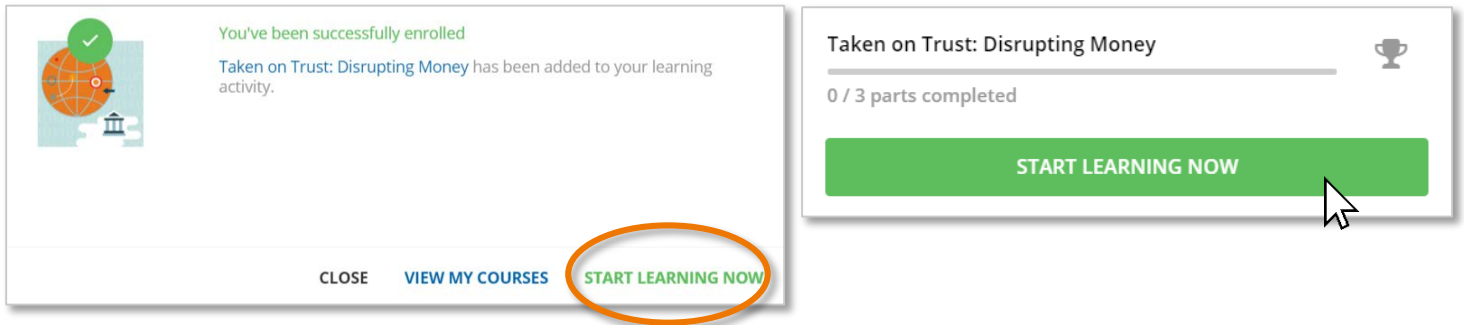
The CONTENT tab displays course content

To complete enrollment, click the green **ENROLL** button on the right of your screen.



3 | Complete launch

To continue, click **START LEARNING NOW** in the pop-up window, then once again to launch the course.



4 | Navigation

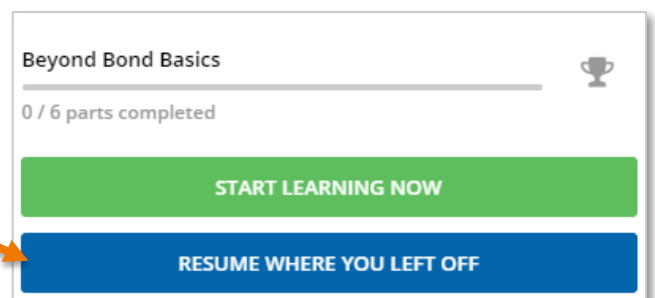
Navigate through the course using the **PREVIOUS** and **NEXT** buttons.

You must complete the task before the **NEXT** button will be available to advance through the course.



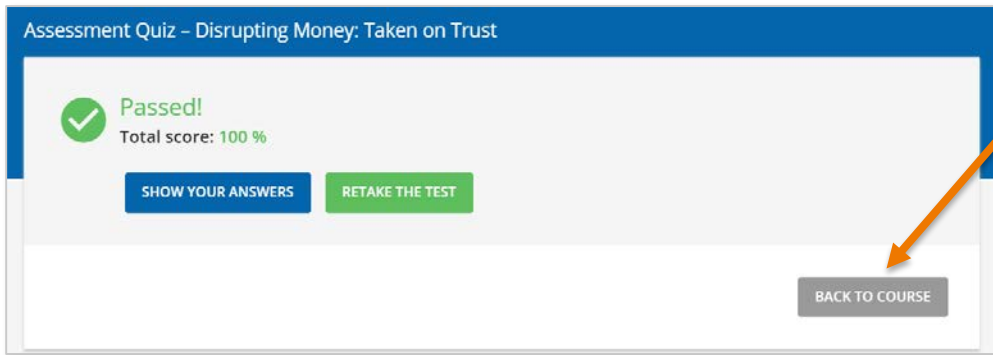
Don't have time to finish?
Your progress will be saved automatically so that you can complete the course at your own pace.

To resume a course click the **RESUME WHERE YOU LEFT OFF** button.



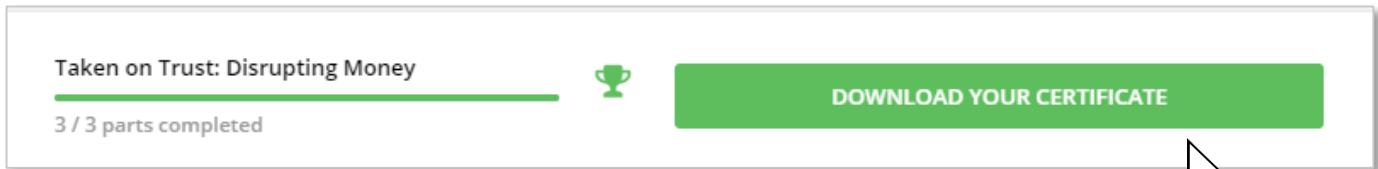
5 | Download CPD Certificate

At the completion of the course, you will have several navigation options.



To download your CPD certificate click **BACK TO COURSE**.

In the next screen click **DOWNLOAD YOUR CERTIFICATE**. Your CPD certificate will automatically download. Print or save this file to your computer.

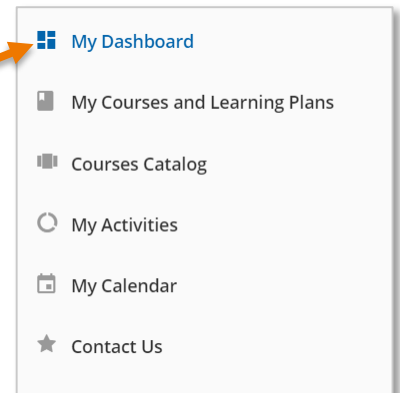


4 | Enroll in a new course

Finished one course, why not enroll in another? In the top left hand corner click on the **THREE BARS** to show the dropdown list.



In the dropdown select **MY DASHBOARD** to take you back to our full list of courses.



QUESTIONS OR REQUIRE ASSISTANCE?

Email us at ftacademyonline@franklintempleton.com or contact your Franklin Templeton sales representative.

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