



# Day 1, Part A: Signing Up

In this article we will cover the sign up process from start to finish.


**Step 1:** This is the first screen you will see after selecting to sign up. Please input a valid email address and a secure password. Click Continue

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**Step 2:** SmartEngage will inform you that an email has been sent to your registered address and that you must click to activate it in order to proceed.

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**Step 3:** Check for an email from SmartEngage. Open the email and click the link, Activate your account.

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**Step 4:** You are brought back to SmartEngage. Click that you are not a robot to continue.

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**Step 5:** Enter your First Name and Last Name. Then click Continue.

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**Step 6:** Enter a valid physical address as required by CAN-SPAM laws. Your message must include your valid physical postal address. This can be your current street address, a post office box you've registered with the U.S. Postal Service, or a private mailbox you've registered with a commercial mail receiving agency established under Postal Service regulations.

Then click Continue.

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**Step 7:** You will then be redirected to your SmartEngage Dashboard where you will be prompted to Create Your First Brand Avatar

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