Welcome to BLGTraining

Getting Started

What happens once I've signed up for the BLG online training system?

Once you have signed up, you will receive an email from "Rob Hailstone - Bold Group" (rh@boldgroup.co.uk), entitled: "BLGTraining – Your username and password info".

[If you do not receive this email, please check your spam folders.]

Your username and password

This email will contain details of your unique **username**, which you should make a note of.

For security reasons, the email will **not** contain the password itself, but it does include a link which you need to click on to access the system and set up a new password.

[If you are unable to click on the link provided, you will need to cut and paste it into the address bar of your internet browser, e.g. Chrome, Internet Explorer or Safari.]

When you click on the link, you will see that the system automatically generates a complex, strong password for you. You are free to use this password, but you may wish to change it to something more memorable.

To change your password

Move your cursor to the password input area and double-click on the existing (system generated) password to highlight it.

Type in your new password and it will appear in the box. As you type, the strength indicator beneath the password will change to show you how secure your password is.

[We strongly recommend that your password is at least "Strong" with a green colour according to the strength indicator. To make your password stronger, make it longer and use a mixture of upper and lower case letters, numbers and symbols like " ? $ % ^ & . You should also use a password that you don't use anywhere else.]

Make sure you remember the password before moving on!

Once you are happy with your password, click the blue "Reset Password" button. You will see a message saying "your password has been reset".

Click on [Log in](Log in)

Enter your username and password in the areas provided, click on the blue "Log In" button and you are ready to use the system.