

# Getting Started with **My BETCO**<sup>®</sup>

## Quick-Reference Access Guide

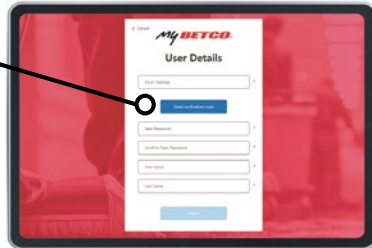
### Registration Process

#### PROFILE CREATION

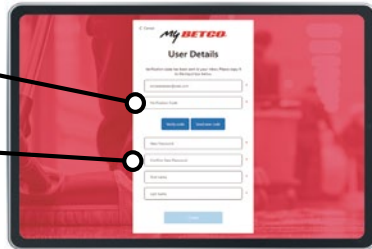
• To register for an account, go to [mybetco.com](http://mybetco.com) and click the sign up now link.



• Enter your email address and click send verification code button.



• Check your inbox for an email with your verification code. Copy it to the input box and click the verify code button.



After email verification, enter and confirm your password, enter your first and last name, and click the create button.

#### PROFILE DETAILS

• Select your preferred language and enter your postal code, phone number, and optionally, job title.

#### JOIN OR CREATE A COMPANY

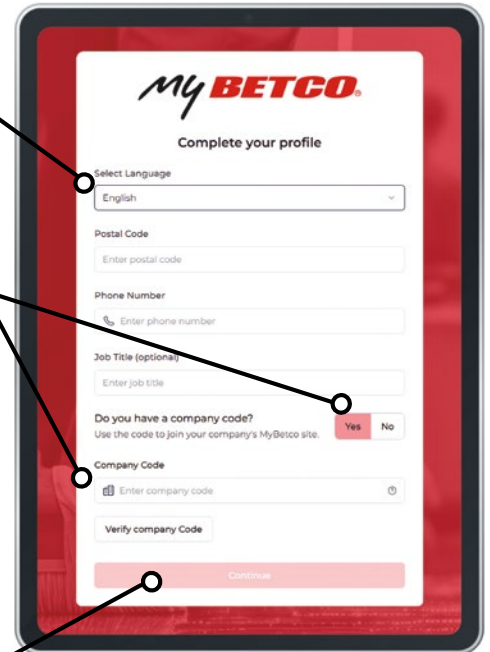
• If someone in your organization already has a MyBetco account, they can add you as a user or share the company code with you.

• If you have your company code, select yes, enter the code, and click the verify company code button.

• If no one within your organization has signed up, select no, and a company code will be generated for you.

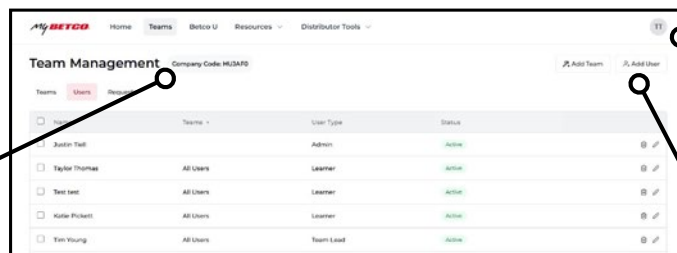
• You will then be able to share this code or add users directly in MyBetco.com will be auto generated.

• Click continue to complete your registration

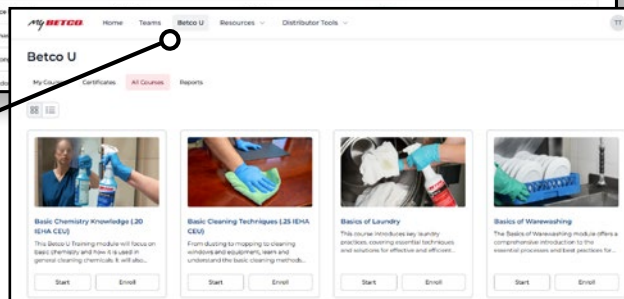


### Once Logged In

If you created a new company during registration, the company code and add user button can be found on the Teams tab.



Now, you can take our e-learning courses and/or assign them to team members. To access, click the Betco U tab.



You can quickly change your preferred language in the upper right corner where your initials are shown or after choosing view profile.

If you joined an existing company during registration, you will need to request access to the Teams tab. To request access, click your initials in the upper right, choose view profile, then click the request team lead access button.

If you are assigning content to others, please make sure to add them in the Teams tab before assigning content.

If you need assistance, please contact [mybetco@betco.com](mailto:mybetco@betco.com).



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