

User Guide:

How to Create a Think Small Institute (TSI) Account

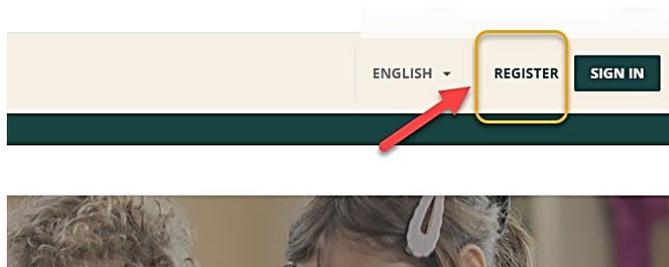
Step 1: Go to the [Think Small Website](#)

- Open your browser and go to <https://www.thinksmall.org/>
- Locate and click on the [Learning Center](#) option in the upper-right-hand corner, as shown below.



Step 2: Locate and click on the **Register** option in the upper-right-hand corner, as shown below.

- Once you click **Register**, a form will come up where you will fill in basic information.
- Some fields will be marked as required (mandatory).
- Click on **NEXT** to go to part two of the same form.
- Once done, click on **REGISTER**.



Step 3: Next, go to your **email account** that you used to create your TSI account and look for an email from no-reply@thinksmall.org to confirm your email. If you don't see the email in the inbox, then look in your spam/junk folder.

Step 4: Return to the [Learning Center](#) to enroll in Think Small Institute professional development, including self-paced eLearning, in-person, or virtual Instructor-Led Training.

If you need assistance creating a Think Small Institute account, please contact us at institute@thinksmall.org or 651-233-2263.