GuidanceResources®

Guide to Using GuidanceResources® Online

First-time users, follow these simple instructions and start exploring the resources offered to you on GuidanceResources® Online.

- Go to **guidanceresources.com** to reach the website.
- Once on the guidanceresources.com home page, click the **Register** tab.
- Enter your **Organization Web ID** and click the Register button.
- On the next page, you will be asked to enter the first five (5) characters of the name of your company or organization. When you've finished, click the Submit button on the bottom of the page.
- On the next page, you will be asked to select your company from a drop down menu. When you've finished, click the **Submit** button at the bottom of the page.
- You will then be asked to enter a **User Name** and **Password**. Both can be anything you would like but should be something you will remember. The **User Name** (often your name) must be at least six characters long and should have no spaces (for example: joesmith). The **Security Questions** are meant to prompt you if you forget your password. You must select the button verifying that you are at least 13 years of age, as required by federal law. Make sure that you complete all fields that have red asterisks. These are required fields. When you've finished, click the **Submit** button at the bottom of the page. You should now be on the website.

For Future Logins

You will not have to enter all of the demographic information again. You will only need to remember your **User Name** and **Password**. When you get to Step 2 above, instead of clicking on the **Register** tab, use the **Login** section and enter your **User Name** and **Password** and click the **Login** button. This will take you directly to GuidanceResources® Online.

If you have any problems registering or logging into GuidanceResources® Online, email Member Services at **memberservices@compsych.com**.

24/7 Live Assistance:
Call:
TRS: Dial 711

Online: guidanceresources.com
App: GuidanceNow℠
Web ID: