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# Fiscal Onboarding Registration

## Navigation

1. Within the email you received, click the **registration link**.
2. Click **REGISTER**.
3. Select **ADD** for COURSE: INSTRUCTOR-LED “Financial Basics at the University of Florida.”
4. Select **ADD** for the CLASS: INSTRUCTOR-LED “Financial Basics at the University of Florida.”
5. If necessary, **Scroll down**.
6. Select **ADD** for CLASS: INSTRUCTOR-LED “November Fiscal Overview Stations.”
7. If necessary, **Scroll down**.
8. **ADD** the first SESSION you want to attend.
9. **ADD** the second SESSION you want to attend.
10. You should see 5 elements in the list and a blue registration button. Select **REGISTER**.

Congratulations! You are registered.

If you need help with...

Technical issues, contact the UF Help Desk:

392-HELP

[helpdesk@ufl.edu](mailto:helpdesk@ufl.edu)

Registration, contact Training & Organizational Development:

392-4626

[training@ufl.edu](mailto:training@ufl.edu)