

Registration & Login Instructions

Please follow the instructions below to begin using your *Administrative Database Management System*. For questions, contact customer support at 877.999.6227 or support@kuder.com.

Registration

- ⇒ Go to www.kuderjourney.com and select **New users register here**.
- ⇒ Select **Administrator, counselor, or other authorized person** and click **Continue**.
- ⇒ Create a unique user name and password. Write down your user name and password in the space below.

User Name	<input type="text"/>
Password	<input type="password"/>

- ⇒ Enter the organization access code and password supplied to you in your implementation e-mail.

Access Code	<input type="text"/>
Password	<input type="password"/>

- ⇒ Click **Register** to complete the process.

Logging In

To re-enter your account, go to www.kuderjourney.com, select **Log In**, and enter your user name and password.

Database Home Page

Your administrative database home page provides profile information, system alerts, and a quick resource library as well as access to the system's tools and resources via the top navigation menu.

- ⇒ **Reports:** Get assessment reports, review usage reports, and access education plan reports if applicable.
- ⇒ **Tools & Resources:** Utilize resource files, post messages and announcements, manage curriculum, and read *Kuder User News*.
- ⇒ **Administration:** Update account information, find a user, and manage security and user access.