ıl|ıl·Stenograph.

CATalyst Training Academy has transitioned to a new platform/host. To access CATalyst Training Academy, you can go to **https://catalyst.matrixlms.com**. In CATalyst 22.10, you can access the site by clicking **Help**, **CATalyst Training Academy**.

1. If this is your first visit to this site, click **Sign Up** and create an account.

    If you previously accessed CATalyst Academy, at the *Log In* screen, do the following:
    a. click **New Password**.
    b. Type your email address and click **Send password instructions**. NOTE: Check your Junk E-mail folder if you don't see an email from CATalyst Academy.
    c. Enter the **User ID** and password that was emailed to you and click **Log In**.

2.   Click ⊞ Catalog to display the list of Courses and Tips available.

3. When you open a Course (video classes collections of tips articles) for the first time, you will need to click the (Enroll) button on the right side of the screen before you can access the information.

    After you have enrolled, when you exit and come back in, accessed the course at least once, you will need to click the Go to Course button at the top right of the page, below your user name.

4. When you open the specific module, either click the (Start ▷) button to access the links to each item in that module or click the name of a specific article/item and it will open.

    NOTE: At the bottom right of each document page, you can click the ▤ ▾ icon to obtain a menu that enables you to download a copy or print to PDF. You can also click the ⛶ (Full Screen) button to expand the document to a full screen view.