

## Step-by-Step Instructions

Go to: <http://accalms2.skilljar.com>

Go to **Sign Up** (on the right),

QA Program Orientation Course Login

If you have already Registered with this site please login with your email and password.

If you are here for the first time please use the Sign Up tab and enter the Access code you should have receive via email and enter your registration information.

If you do not receive an access code please email qaprogram@acca.org.

Sign In | **Sign Up**

NOTE: Sign in with your existing account.

E-mail:  
E-mail address

Password:  
Password

**Sign In** | [Forgot Password?](#)

Enter access code from the email and your information (Name, Company, email, create your Password), and then  
Click **Sign Up** (green box).

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Sign In | **Sign Up**

Access code:  
qa357prog

First name:  
First name

Last name:  
Last name

Company Name:  
Company Name

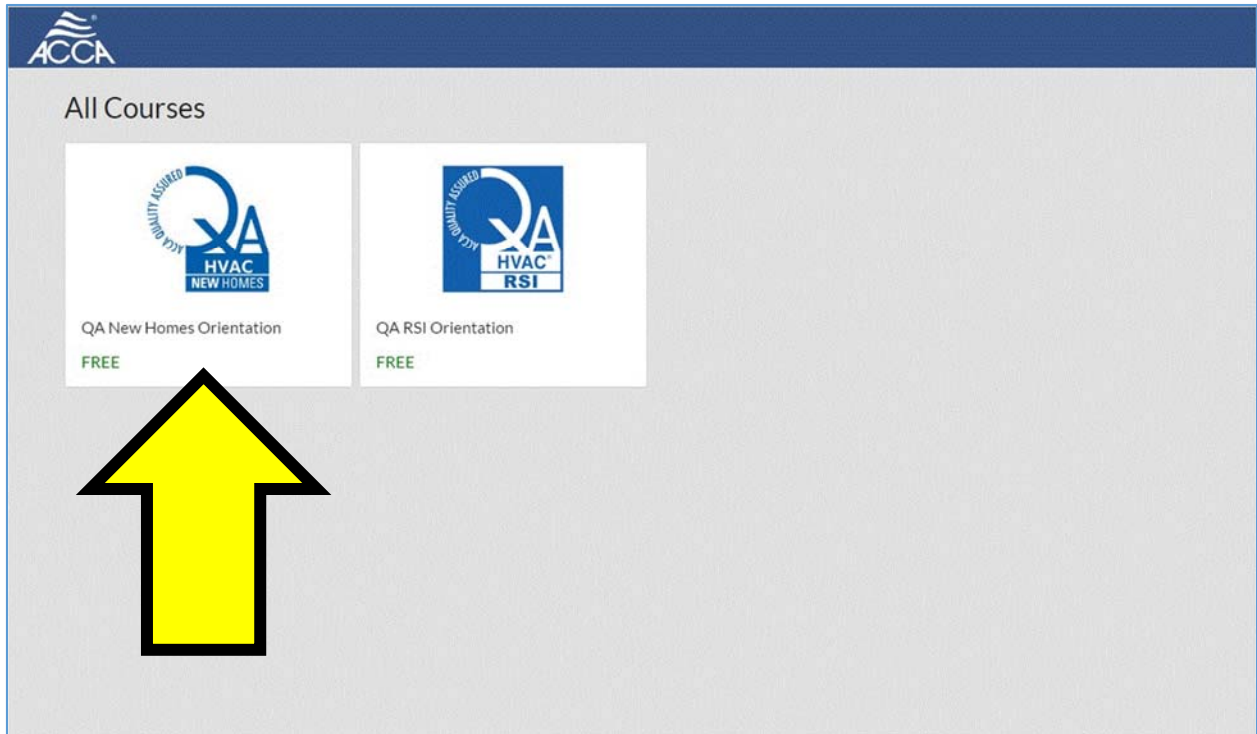
E-mail:  
E-mail address

Password:  
Password

Password (again):  
Password (again)

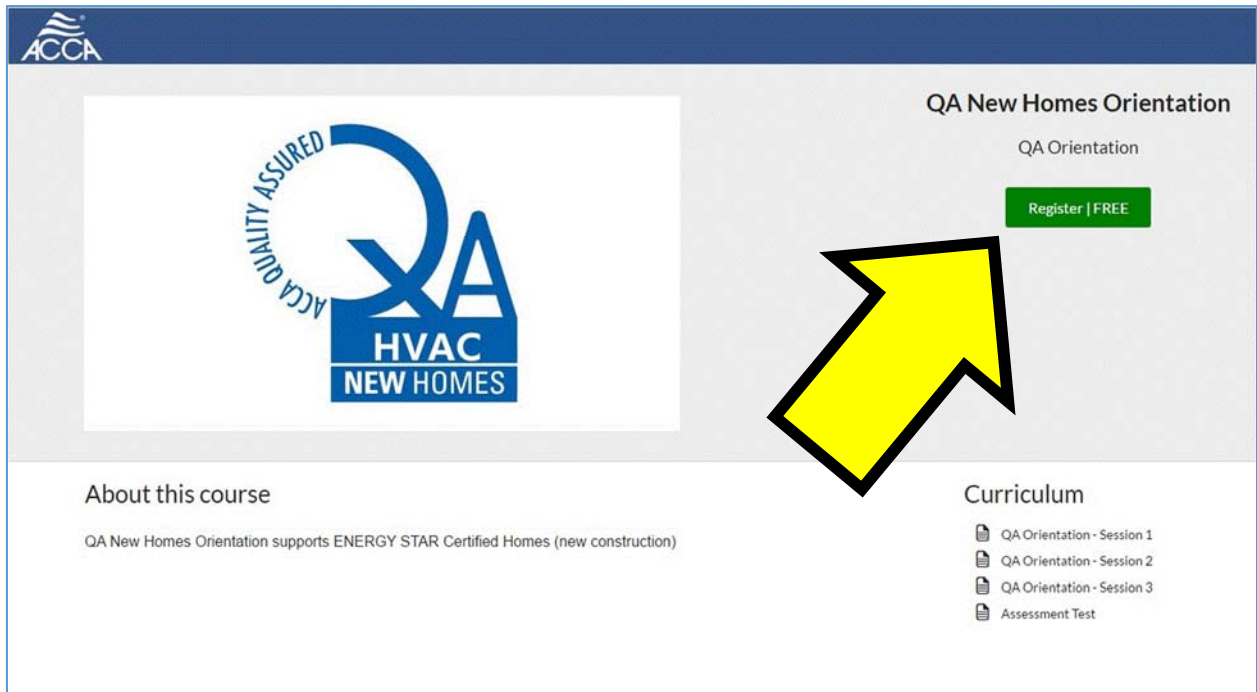
**Sign Up**

Click on the NEW Homes Orientation,



The screenshot shows the ACCA website's 'All Courses' section. At the top left is the ACCA logo. Below it, the text 'All Courses' is displayed. Two course cards are visible: 'QA New Homes Orientation' and 'QA RSI Orientation'. Both cards feature the ACCA Quality Assured logo and the word 'FREE' in green. A large yellow arrow with a black outline points upwards towards the 'QA New Homes Orientation' card.

Click "Register | Free",



The screenshot shows the 'QA New Homes Orientation' course page. At the top left is the ACCA logo. The main heading is 'QA New Homes Orientation'. Below it, the text 'QA Orientation' is displayed. A green button labeled 'Register | FREE' is visible. A large yellow arrow with a black outline points upwards towards the 'Register | FREE' button. Below the main heading, there are two sections: 'About this course' and 'Curriculum'. The 'About this course' section contains the text 'QA New Homes Orientation supports ENERGY STAR Certified Homes (new construction)'. The 'Curriculum' section lists four items: 'QA Orientation - Session 1', 'QA Orientation - Session 2', 'QA Orientation - Session 3', and 'Assessment Test'.

Click the button to begin the orientation (give it a moment to load),

ACCA

QA HVAC NEW HOMES

QA New Homes Orientation  
0 of 4 lessons complete

Curriculum About this course

Course Overview

- QA Orientation - Session 1
- QA Orientation - Session 2
- QA Orientation - Session 3
- Assessment Test

Click the button to begin the Assessment Test,

ACCA

QA HVAC NEW HOMES

QA New Homes Orientation  
0 of 4 lessons complete

Curriculum About this course

Course Overview

- QA Orientation - Session 1
- QA Orientation - Session 2
- QA Orientation - Session 3
- Assessment Test

After successfully completing the test you will receive a confirmation email.