

Higher Logic Academy

What day(s) should I attend?

Clients may attend any single day or combination of days of training. **New clients** are encouraged to attend Days 1 and 2. **Existing clients** are recommended to attend Day 2 and/or 3, as the material on Day 1 is for those who are brand new to Higher Logic. Not sure what day(s) to attend? [Just ask!](#)

Agenda Day One: Beginner Topics -- This is a draft agenda and subject to change.

8:30 AM – 9:00 AM

Morning Coffee & Registration

9:00 AM - 9:15 AM

Welcome and Introductions

9:15 AM - 10:00 AM

Platform Overview

10:00 AM – 11:00 AM

Site Set Up: Logo, Color Picker, Contact Us

11:00 AM – 12:00 PM

Site Security

Community Configuration

12:00 – 12:45 PM Lunch

12:45 PM – 2:45 PM Launching your Community:

Moderation, Engaging Staff, Beta Testing, Plans, Open Forums,
Auto Subscription, Seed Questions

2:45 PM – 3:00 PM Break

3:00 PM – 4:00 PM Basic Reports & Key Performance Indicators

4:00 PM – 5:00 PM Office Hours with the Client Success Team (DC Metro Trainings ONLY)