



## Getting Started Crib Sheet

1. **Sign Up** for an account on [www.iSupeLive.com](http://www.iSupeLive.com)

*Note: Typically you will need to purchase a Supervisor License and a Supervisee License. You may pay using PayPal, or use a credit card if you do not have a PayPal account.*

2. **Check your Email** to locate the order confirmation email that contains your License Key Number. Copy this License Key Number(s).

3. **Register** by going to [www.iSupeLive.com](http://www.iSupeLive.com) and clicking on the *Sign Up* tab and selecting *Register*.

4. **Setup** your Supervisor account by filling in the requested information, including your Supervisor License Key Number.

*Note: Be sure to Setup your Supervisee account separately, using his/her email address and the Supervisee License Key Number.*

5. **Login** at [www.iSupeLive.com](http://www.iSupeLive.com) through your internet browser.

6. **Create a Session** by clicking on the *Create Session* button. Designate the following:

- *Title*: Give the session a name.
- *Description*: Identify the session with a brief description.
- *Start Time*: Set the planned session start time. Select "Set" if immediate.
- *Password*: Create a password that will be unique to this session. Copy it.

7. **Send an Invitation** to your Supervisee by clicking on the *Send Invitation* option.

8. **Begin the Session** by clicking on the *Enter* button. Have your supervisee *Enter* the session as well. Start conducting iSupe!