Quick Reference Guide

Salesforce Trailhead Access

QRG Overview:
How to create a Salesforce Trailhead account and access trainings
1. **Access Trailhead and Sign up**

Access the trailhead link [here](#). Once you have launched trailhead online click “Sign Up” to initiate creating an account.

![Trailhead Sign Up](#)

2. **Navigate to Sign Up**

   i. Click the envelope logo to create an account using your UCCS email account.

   ![Envelope Logo](#)
ii. Trailhead will then prompt the following page requesting your single-use code:

![Single-use code page](image1)

iii. Navigate back to your email inbox and input the single use code:

![Email inbox with single-use code](image2)

Howdy, Trailblazer
Thanks for signing up for Trailblazer.me. To finish, go back to our login screen and enter this single-use code.

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iv. Complete the Remainder your profile with your personal information:

![Profile completion](image3)
3. **Review your Trailhead profile and badges**

   i. View your profile by selecting the app launcher

   ![App Launcher](image)

   ii. Scroll down on your profile page to view badges and super badges. Badges will be earned as your complete trailheads.

   ![Superbadges](image)

   ![0 Badges](image)

   **Links Salesforce self-paced learning modules in Trailhead:**

   - [Salesforce User Basics](#)
   - [Salesforce.org Education Cloud Basics](#)