

Hey Coach!

We're glad you're here to get started on Burnalong. This is a quick checklist we've created to help keep things organized and in one place. So give it a read, take it step-by-step, and let us know if you've got any questions as you get started on your Burnalong journey. The best email is partners@burnalong.com. You can also check out the [Getting Started FAQs](#).

Step One: Create Your Account

It takes just a minute to get your instructor account created on Burnalong.

1. Head to [Partner Registration](#) to create your account.
2. Complete the required fields.
 - a. For fields such as 'Title of Organization' feel free to call it whatever you want! For example, "Jackie's Fitness" or "Meditation Moods"
 - b. If you are independent, just put 0 for 'Number of locations', and select 0-200 under 'Members per location'
 - c. For Partner Description, provide just a sentence or two describing the kind of coach you are the kind of classes you teach.
3. Review the Partner Agreement, Terms of Service, and Privacy Policy, then check the boxes.
4. Click 'Create Account'

Video: How to Create Your Account



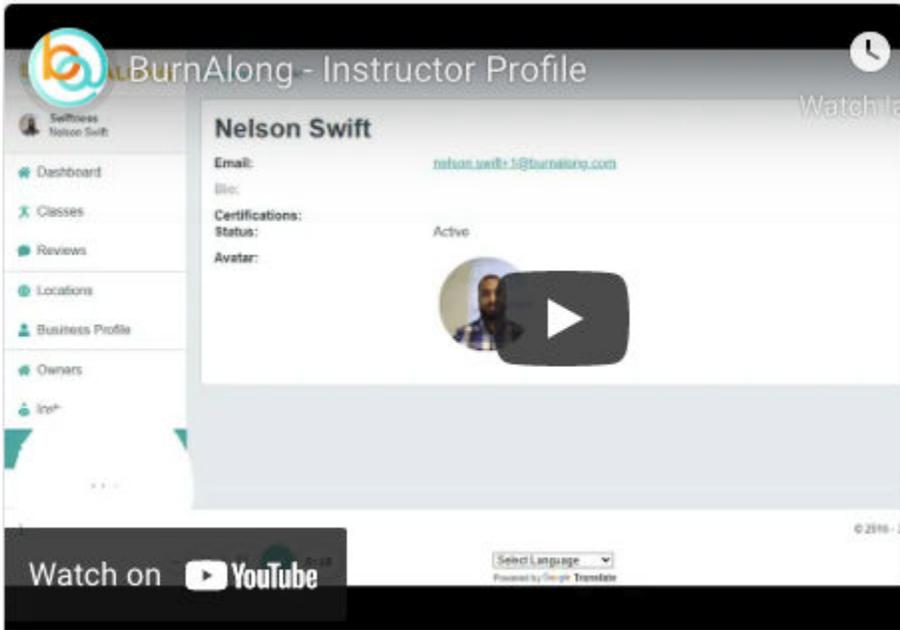
Step Two: Complete Your Instructor Profile

Add a short bio and select your certifications from the dropdown.

1. Click on [Your Name](#) in the top left corner.

2. Click 'Edit Profile' and add a few sentences to the 'Instructor Bio' field.
3. Add your Certifications via a drop-down menu. (If your certification isn't listed, just email us at partners@burnalong.com and we'll get it added.)
4. Add a profile photo.
5. Click Save Profile!

Video: How to Complete Your instructor Profile



Step Three: Recording Your First Class

Introduce yourself and give users a look into the kinds of classes they can expect from you! Feel free to keep it simple. Most instructors' first class is less than 10 minutes long. Here are some filming tips from a Burnalong instructor!

Video: Recording Tips



Step Four: Posting Your First Class

Now that your first class is filmed it's time to post! Click on [Classes](#) then click the '[Add Class](#)' button in the upper right.

1. Fill out a title and add a short description of the class. A couple of sentences is typically enough.
2. Select yourself as the Instructor. (If your name does not appear, it means you must complete your instructor profile and add your certifications.)
3. Add the Difficulty Level, Categories (select up to 3), and any other relevant information.
4. Check the box at the bottom, and then click 'Save Class and go to Upload'
5. On the next screen click 'Upload A Video' on the bottom left. Select your file and allow time to upload. Speed of upload can vary depending on your internet connection.
6. Once the file has uploaded, click the 'Set Active' button on the bottom left.
7. You're good to go!

Video: How to Upload Your First Class

