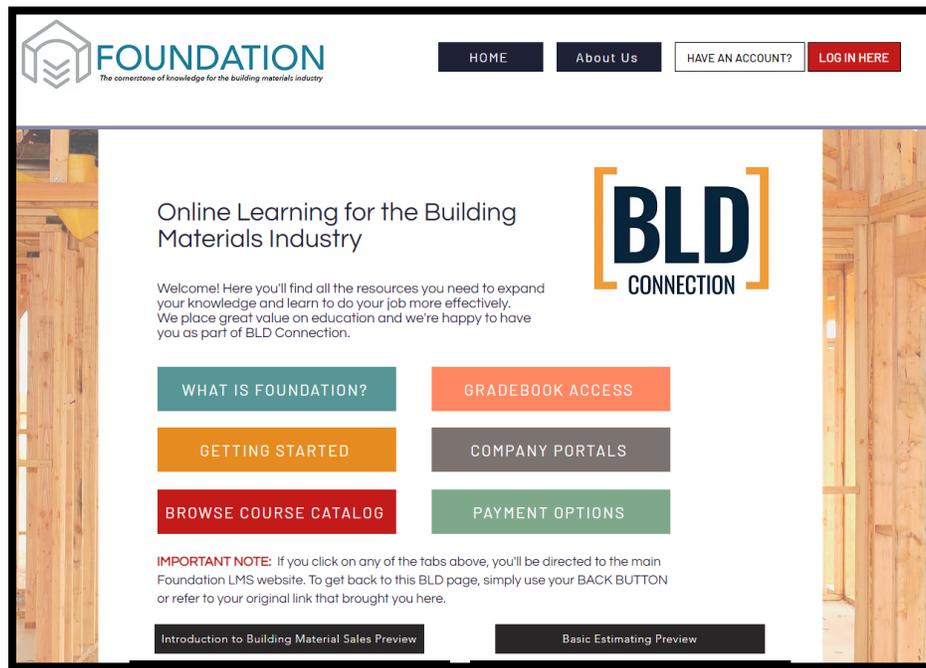


Welcome to FOUNDATION Online Learning Platform!



<https://www.foundationlms.org/blid>

Foundation is an online learning management system (LMS) designed specifically for the building materials industry. On our platform you will find an ever-growing catalog of courses you can take to improve your knowledge of different facets of the industry. You can also choose classes that can help you better develop your skills in specific areas.

CURRENT COURSES:

- Introduction to Building Material Sales Series
- Basic Estimating/Blueprint Take-off
- Forklift Safety Training
- Onboarding Employees Series
- Customer Service

COURSES DEBUTING SOON!

- Load Building
- And MORE!

MORE TO COME! The Foundation team is developing a full catalog featuring courses on a wide variety of topics for those in the building materials industry. Whether it deals with sales, safety, finances, or fraud prevention, we commit to delivering topics designed to help you do business better.

To learn more about FOUNDATION, contact the BLD Connection office at 888-544-6822 or email connie@BLDConnection.org.

QUICK STEPS TO SIGN-UP FOR FOUNDATION ONLINE TRAINING:



1. Each person will need to **create their own account** so that they can take tests and receive a certificate of completion. To create an account, go to: www.foundationlms.org/bld
At the top right of this page, you will click on the **LOG IN HERE** button. You will be directed to the log-in page for the system. -- **but continue reading the rest of these instructions before doing so.**

2. Once you reach the log-in page, select **CREATE ACCOUNT**. This is where you provide some basic info. about yourself. **Note: You will see two boxes mentioning a COMPANY CODE and an ORGANIZATION CODE.** The company code is only for those whose employers have purchased a company portal (allowing your company to be invoiced monthly instead of "pay as you go"). If your company has not given you a company code, you can skip this field.

Because your company is a member of BLD Connection, the organization code allows you to receive the discounted BLD rate. When creating an account, **it is important that you enter the organization code designated for BLD.** **** CONTACT THE BLD CONNECTION OFFICE FOR THE MEMBER CODE**

3. Once you have finished creating your account and are in the system, you will see your **DASHBOARD** where the courses you purchase will eventually be listed (but it will be empty to begin with since no courses have been purchased yet). To browse the available courses, click on the **CATALOG** tab to review and see the prices for each.

4. To select a course, click "add to cart" and either continue browsing or proceed to checkout.

5. Once a course has been purchased, it will move from the CATALOG to your DASHBOARD. You may then click which course you'd like to begin.

6. When the elements of a course pop up in a long list, you must take them in order. You'll start by downloading/printing any handouts provided with the course. (note: you may have to re-open your web browser between each download) followed by watching the video.

After you watch the entire video, you will take the quiz for that module. If you pass, you will move on to the certificate which you can then download. If you do not pass, you can retake the quiz as needed.

7. If you pass the course, simply click on the certificate and you can download/print. If you need assistance with this, please let us know!