



## **Respect in the Workplace Program for Tennis Professionals Association**

Website for Program: <https://www.tpacanada.com/Respect-group-programs>

### **Program Access Instructions:**

- If you have an existing certificate with Respect in the Workplace, select "Import a Certificate" and follow the prompts
- If you have an existing profile in any other Respect Group program, select "No User Profile? Register Now" and then "Look-Up"
- If this is your first time registering for a Respect Group Program, select "No User Profile? Register Now" followed by "Register"
- Complete registration and select "Submit" at the bottom of the page and you will be directed to the payment page
- On the payment page, click Pay Now, or Enter a Pre-Registration Code if you have been provided one by your organization
- To re-access the program, return to the same URL indicated above and enter the username and password created during registration

### **General Information:**

- Respect Group programs run most effectively on traditional PC and MAC computers using any common browser. iOS and Android mobile devices may be used with third-party browsers such as the Puffin Browser available via the App Store or the Google Play store. If using mobile devices, it is recommended you connect via wifi and not a cellular connection as the programs are multimedia in nature
- Numerous Customer Support tools are available for any questions you may have before login as well as within the program. Prior to logging in you will see buttons to retrieve usernames and passwords, and to look up your certificate number. Inside the program, the Help button is available to connect you with a Customer Support Representative

