

# Accessing the team leader academy

You'll access the team leader academy in order to complete your trip confirmation webinars, review travel advance guidelines and reference recertification videos. Below you'll find instructions on how to login to the team leader academy.

---

## Existing users

The login for your account on the team leader academy is your (new) Habitat ID, format X-XXXXXXXX-XX. If you've already logged in using your Habitat ID, you can access the team leader academy [directly here](#).

## New users

1. Access the Team Leader Academy either via your computer or mobile device
  - Via computer: Go to the domain: <https://tlacademy.exceedlms.com>
  - Via mobile device:
    - a. Download the **Exceed LMS** mobile app from the Apple Store or Google Play store.
    - b. Once downloaded, in the space where the words "subdomain" are written, you will change that to "TLacademy" and click next. (TLacademy is the subdomain)
2. For your user name enter your **HABITAT ID NUMBER (ie. 1-49652456-01)**
3. For your password, enter **Habitat19**. (You will be prompted to create a new password.)
4. You will land on the Catalog Home page where you will see all available resources. Look under "My Recommended Course" and/or "My Required Courses" to view the videos and other resources.

---

## Frequently Asked Questions

Q: What is the domain for the course?

A: TLAcademy.exceedlms.com (do not include the "www." as that will send you to a blank page).

Q: What is my login and password?

A: Your login is your Habitat ID (format X-XXXXXXXX-XX) and your initial password is HABITAT19. The first time you login you'll be prompted to create a new password.

Q: Why can't I log in?

A: Ensure that you are at the correct domain, TLAcademy.exceedlms.com. If you have logged into Habitat Learns before, your computer may redirect you to the old platform. Make sure you are on the Team Leader Academy; if you are on the right page you should be able to see the Habitat/Thrivent logo. If you only see the Habitat logo then you are on the wrong page.

Q: I still can't log in.

A: Double check that your log in is your Habitat ID number only. If that doesn't work, contact [gv@habitat.org](mailto:gv@habitat.org).

Q: I am logged in but can't see the course.

A: Refer to the issue above. Ensure that you are on TLAcademy.exceedlms.com. If it still doesn't work, contact [gv@habitat.org](mailto:gv@habitat.org).