

## Knowledge Repository registration guide

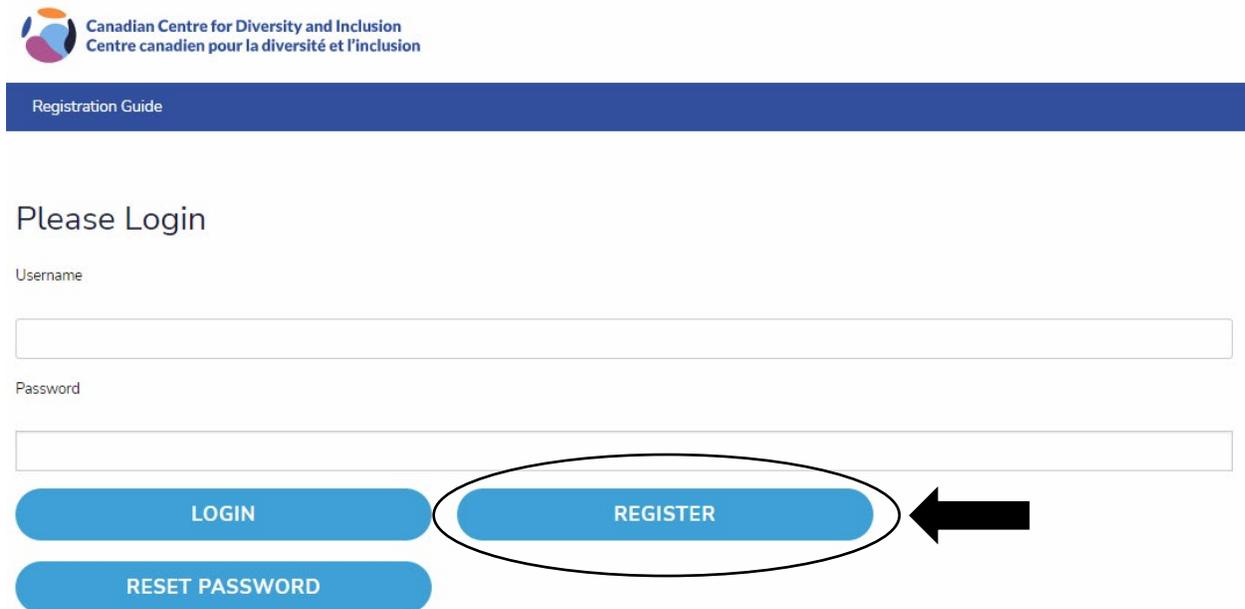
Within the Knowledge Repository, you will find articles, reports, toolkits/templates, webinars and videos around diversity, equity, and inclusion (DEI). Some of these resources were created by CCDI and some were collected from other sources. If you have any questions or concerns related to the Knowledge Repository, please contact [kr@ccdi.ca](mailto:kr@ccdi.ca).

### How to register for an account

1. Navigate to <https://www.ccdi.ca/>
2. Click “Sign In” on the top right corner of the page.



3. Once you are on the Login page, click “REGISTER”.





- As part of the registration process, your company email, company name, first name and last name are required fields (shown below). Other fields on the form are optional.

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Welcome to the Canadian Centre for Diversity and Inclusion's Knowledge Repository. Please register below, using your organizational email address.

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Bienvenue au Centre des compétences du Centre canadien pour la diversité et l'inclusion. Veuillez vous inscrire ci-dessous, en utilisant votre courriel d'entreprise.

Email / Adresse Email \*

Company/Organization / Société/Organisme \*

First Name / Prénom \*

Last Name / Nom de famille \*

- Once the form has been completed, click "SUBMIT / SOUMETTRE".

Province / Province

Postal Code / Code Postal

**SUBMIT / SOUMETTRE**



- You are now registered! You will receive a welcome email that contains your password.



## Resetting your password

1. If the password has been forgotten/deleted, navigate to <https://portal.ccdi.ca/login> and click "RESET PASSWORD".



Canadian Centre for Diversity and Inclusion  
Centre canadien pour la diversité et l'inclusion

Registration Guide

### Please Login

Username

Password

LOGIN

REGISTER

RESET PASSWORD

2. In the "Email Address" field, type in your work email address and click "REQUEST PASSWORD RESET".

### Reset Password

To request a password reset please enter your email below and click the Request Password Reset button.

Email Address

REQUEST PASSWORD RESET

3. An email will be sent to the given email address with a link to verify your information. Click that link and complete the verification.
4. Once completed, you will receive another email that contains your new generated password.