



# First Advantage

## Learning Portal

**Step One:** Go to: <https://customerlearningportal.fadv.com/lms>

**Step Two:** Click “Register”



**Step Three:** Submit your information.

\* Required Field

\* First Name:

\* Last Name:

\* Email Address:

\* Username:

Phone:

\*Division: Registered Users

Country:

\*Company Name

\*New password:

\*Confirm password:

\* Passwords must contain both upper and lower case letters  
\* Passwords must contain alpha and numeric characters  
\* Passwords must be 4 - 20 characters  
\* Passwords cannot have leading or trailing spaces  
\* Passwords cannot be the same as the Username, User ID, or email address.

Complete the form and you're done!

See the following pages showing you how to access training once logged in.



## Home Page

After you **register** you will be logged in and will see the page below.

If you do not see this landing page please email: [Customer.Education@fadv.com](mailto:Customer.Education@fadv.com)



## First Advantage

A Symphony Technology Group Company



[Home](#) [Training](#) [Contact Us](#)

[Log In](#) or [Register](#)

### SPOTLIGHT

Case Status

#### Register by Region

Asia Pacific Region

North America Region

#### Browse by Platform

Enterprise Advantage

Direct Advantage

Contractor Advantage

Wellness Advantage

You can browse for training content by platform

### Would you like to attend our Instructor Led Sessions?

Please click the registration link below.

Instructor led

#### Introduction to Enterprise w/Direct Advantage

This live training is designed to provide you with the steps needed to enter a new subject, send invite to complete online profile, locate records and review results.

[REGISTER HERE](#)

Instructor led

#### Introduction to Enterprise Advantage

This live training is designed to provide you with the steps needed to create a background screening order, locate records and review results.

[REGISTER HERE](#)

You can register for Instructor Led Training.




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## Accessing Training Content

Once you follow the instructions on the Homepage, you will **Request Curriculum or Launch** the training content you wish to be trained on.

### Training Details



**Enterprise Advantage Administration Features**

**Request**

You will need to request the training in order to access the content.


**Available Languages**

English (US)

**Version**

1.0

### Training Details



**Enterprise Advantage Invoice Billing Feature**  
Online Class · EA

**Launch**

This course will provide you the information needed to view invoice billing summaries. Duration: 3 minutes

**Available Languages**  
English (US)