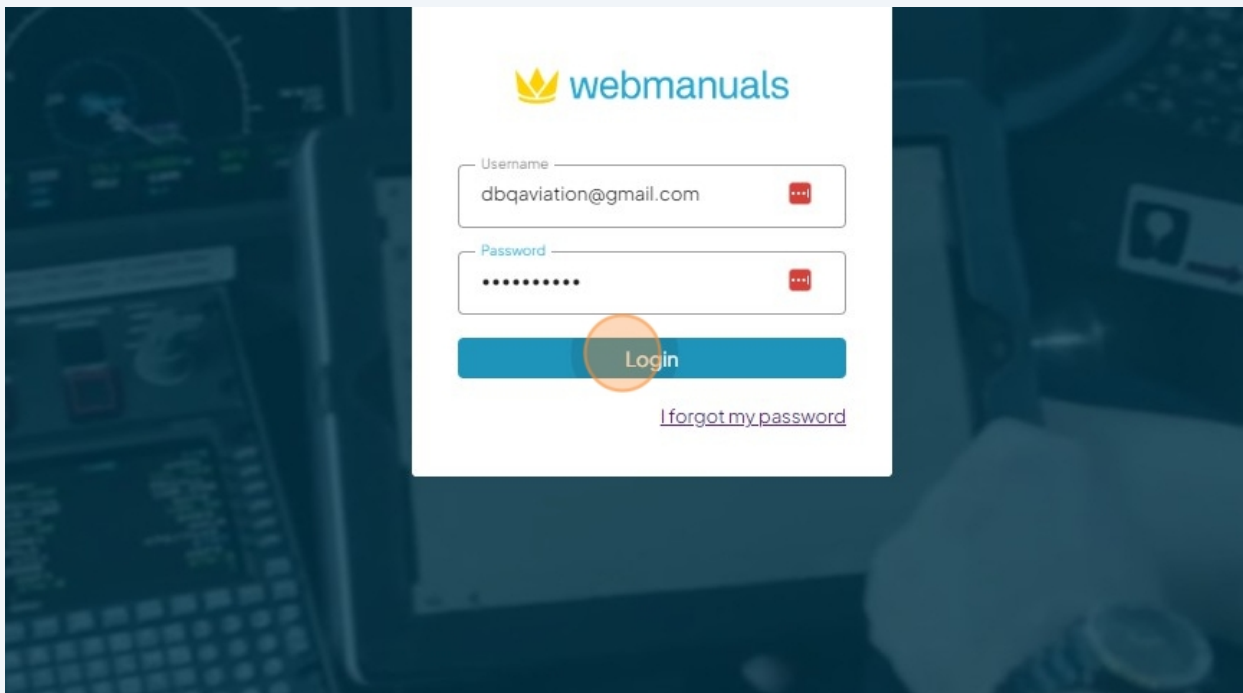
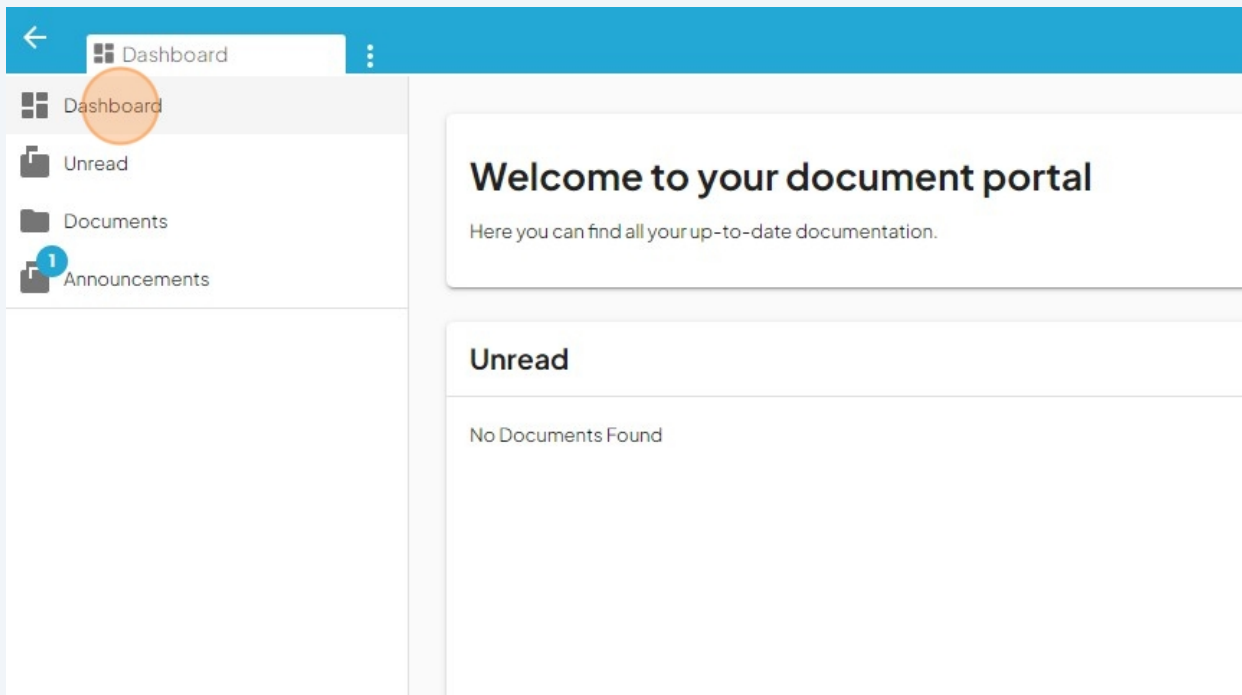


1 Navigate to <https://dbq.webmanuals.aero/login>

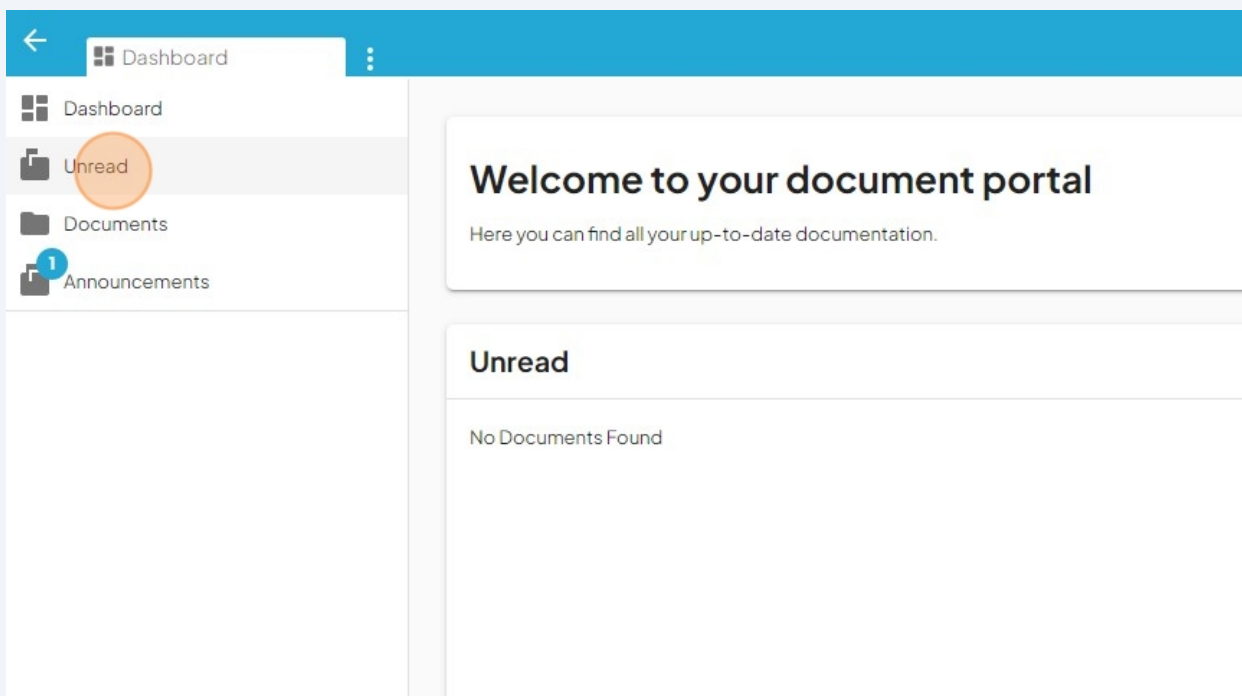
2 Click "Login"



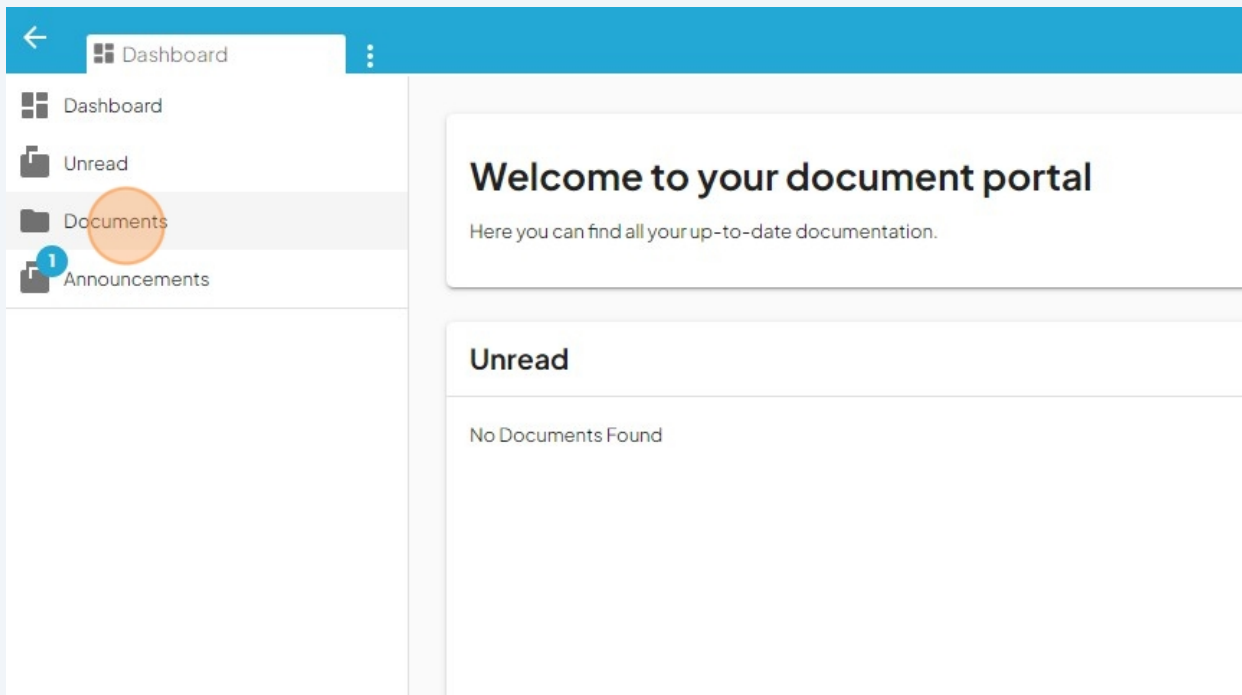
3 Click "Dashboard"-this is considered your home page



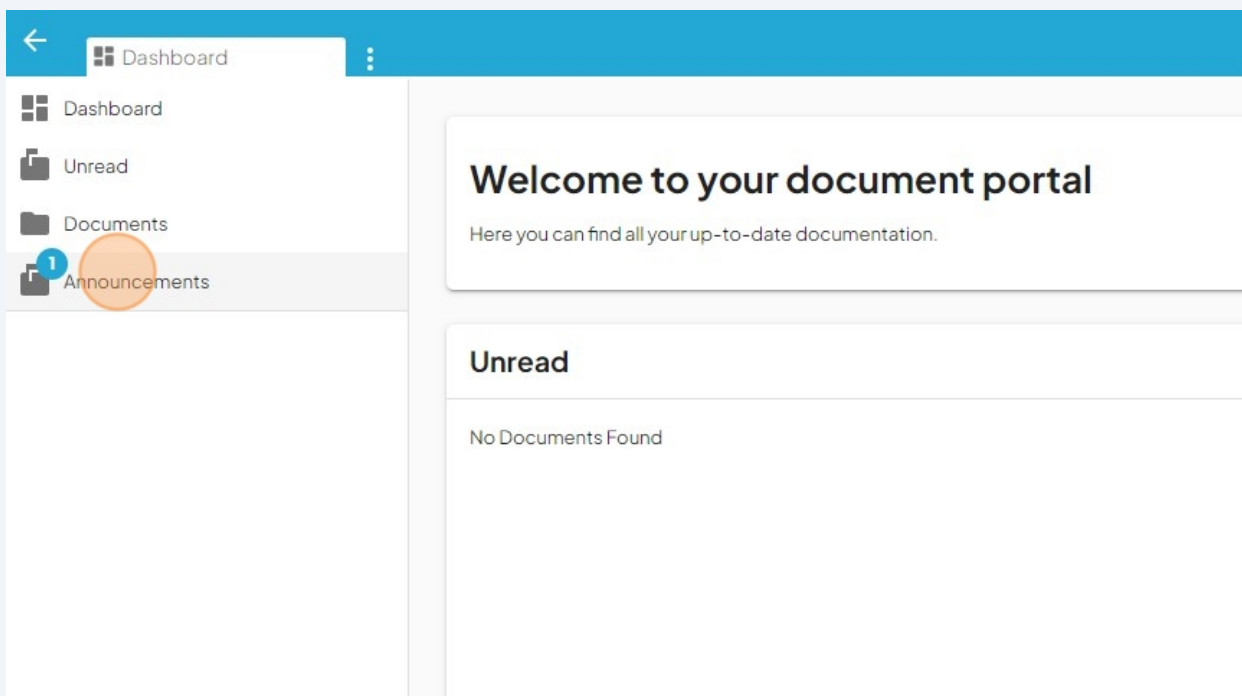
4 Click "Unread"-any unread documents will be here and the number unread will be indicated by a little blue number



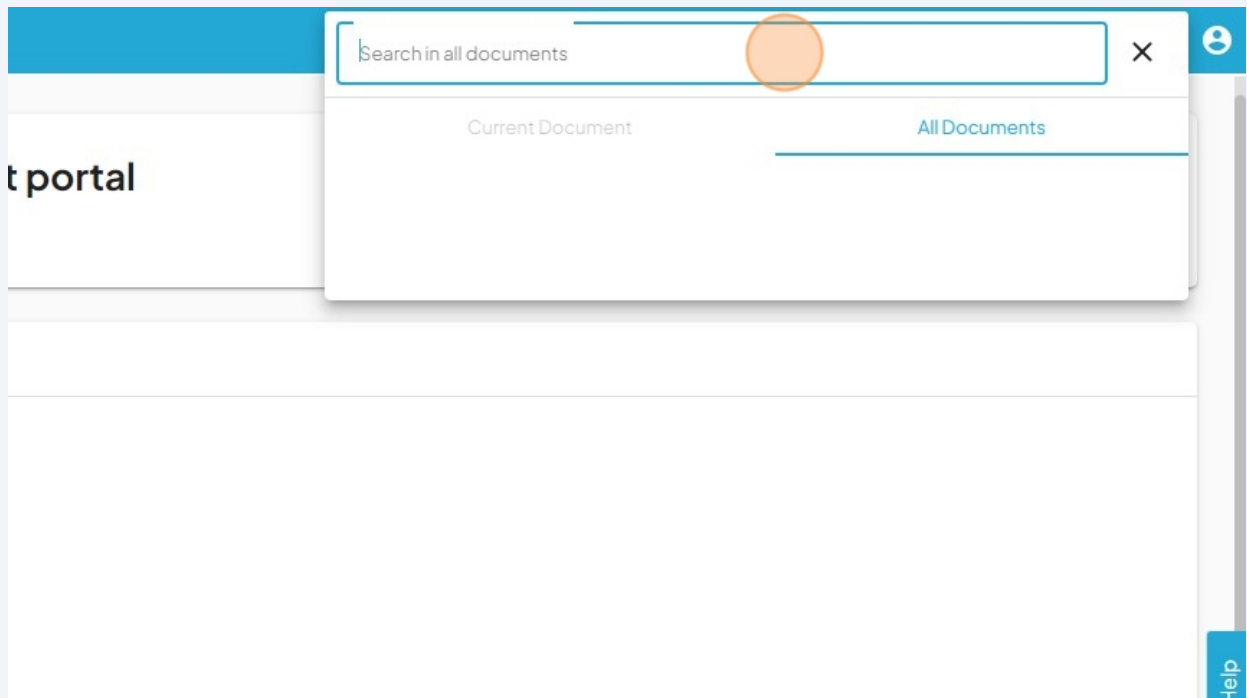
5 Click "Documents"-all documents relevant to your training will be here.



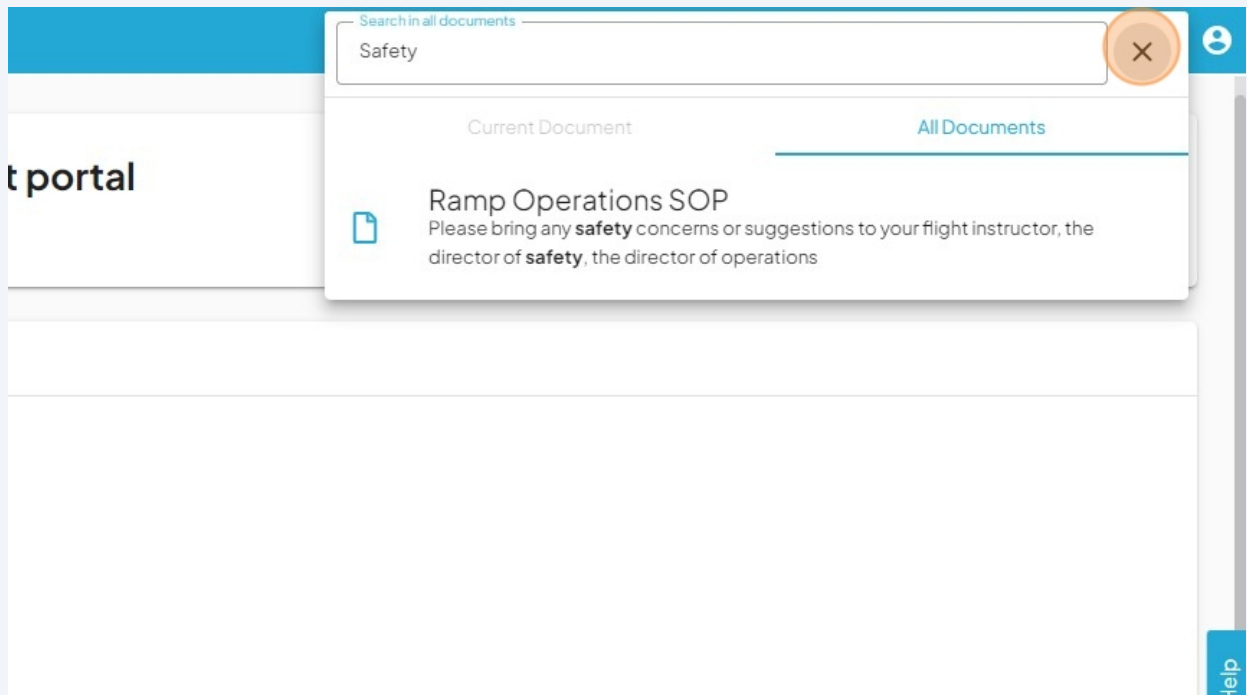
6 Click "Announcements"-any new and relevant information will be shared through here



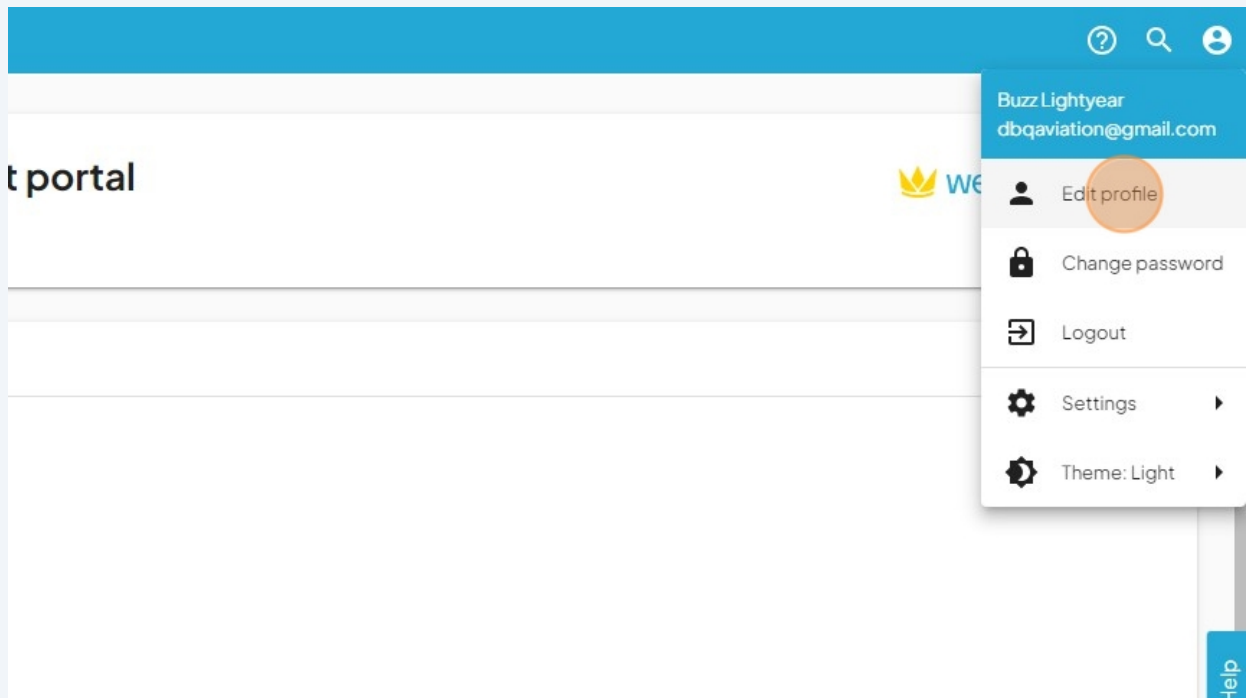
7 Click the "Search in all documents" field to look for specific words



8 For instance, "safety"



9 Set up your profile by clicking "Edit profile"



10 Fill out the required fields and then click "update"

