

FOLLOW THESE INSTRUCTIONS TO THE LETTER

Instructions for IA Training and filling out the AUP

1. Open up Internet Explorer and enter <https://ia.signal.army.mil> into the URL.
2. Click on the CYBER AWARENESS CHALLENGE black and gray rectangle in the middle bottom of the screen.
3. Click on the LOGIN TO TAKE THE DOD CYBER AWARENESS CHALLENGE TRAINING gray box.
4. Scroll down and click on the blue link "NON CAC LOGIN".
5. Scroll down to the bottom of the screen and click on the CREATE NEW ACCOUNT button. DO NOT ENTER A USER NAME AND PASSWORD IN THE YELLOW BOXES CLICK ON THE CREATE NEW ACCOUNT BUTTON.
6. Enter in the information in the boxes:
 - A. User Name: IT HAS TO BE UNIQUE IE.. use your Initial for your name and then a number: Example: Erik S Shay Username would be **ess65**
 - B. Password: use **U\$ArmyJR0TC008!!** Note do not use "O's" use zeros.
 - C. Enter you first name, MI, Last Name
 - D. Enter your Rank IE: LTC in the Rank box
 - E. Email Address: Enter a fake AKO Email address. This email address is not used by the system. Example ess65@us.army.mil(Use your user name that you created above and it MUST END IN @us.army.mil)
 - F. Organization: US Army Cadet Command
 - G. Branch of Service: Army
 - H. Employee Type: Contractor
 - I. MACOM: TRADOC
 - J. Unit/Business Address: School Name
 - K. Installation or City: Enter City where School is located.
 - L. Select State.
 - M. Enter your Zip Code.
 - N. Enter your Schools Phone Number. Example 910-643-4346
 - O. Click on the SUBMIT Button.
 - P. On the Account Registration Page click on the GO TO LOGIN PAGE.
 - Q. Scroll Down to enter the USERNAME and PASSWORD that you just created and hit the LOGIN Button next to the PASSWORD BOX.
 - R. Click on the "DOD Cyber Awareness Challenge" Link and take the Course. Do not worry about printing the Certificate after the training.
 - S. LOG OUT and LOG BACK IN using steps above and click on the " Take EXAM" Link at the bottom Left of page.
 - T. Click the Blue Link "GO" to take the Exam.
 - U. Click on the "START TEST and follow the directions.
 - V. Once you take and pass the exam please Click on the " MY SCORES AND CERTIFICATES" Link located in the middle left portion of the page.
 - W. Print the CERTIFICATE OF TRAINING.