Creating a Bloomberg Account:

1. Open a Bloomberg terminal.
3. Click <Enter> or <Go> to Begin
4. Click Create New Log in

5. When asked, “Who are you creating this login for?” Click Myself.
6. Answer Yes or No to the question “Have you ever been a Bloomberg Terminal user?”

7. Fill in First Name and Last Name.
8. Create Login. (Write it down)

9. Company Number and Mobile Number can be the same phone number.
10. Enter a valid email address.
11. Ignore this section, for it is optional. Click next.

12. Select the method that best works for you to receive the verification code.
13. Click Next
14. Enter the verification code you received in this box.
15. Click next.

16. Create Password (write it down).
17. Follow password criteria.
18. Click Next.
19. Click Login Now

20. Login using the Login name and password you created.
21. Locate Search Bar at the top of page.
22. Type in BMC.
24. Go to sign up.
25. Click Continue as Learner.

26. Fill In First Name and Last Name.
27. Provide a valid email address. (It can be the same email you signed up to Bloomberg with)
28. Create Password. Follow criteria displayed below.
29. Do not check the first box asking whether you are taking BMC as part of a group.
30. Read terms and agreements, and then signify by checking off the box.
31. You will receive an activation code to the email you provided.
32. Insert the activation code at the top of the page.
33. Then click Activate Account.
34. Then once account is active click Access Course.

35. Choose Terminal.
36. You should now have the Bloomberg Terminal displayed on your computer.
37. Each video unlocks the next. Headphones are needed complete the course.