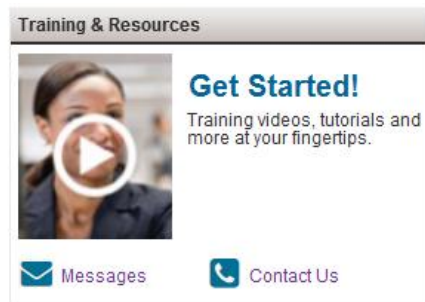Now that your Iron Mountain account has been set up, it is time to move on to learning how to manage your account on-line through our **Iron Mountain Connect** website. We offer both a pre-recorded training as well as live online training sessions on a weekly basis for our customers who want to learn how to better navigate the website, and want to take more control over their account. You will need your username and password to log in and sign up for the training. Please take a few moments to log in and become familiar with the website in advance of the training.

Please **log in,** setup your **new password, security questions and 4 digit pin**, and take a look around!

Once you have had the chance to log in and explore the website, it is time to determine what type of training you will need. Click on the training and resources tab on the left hand side of the page. Then click on training from the list on the left.

Training Documents

► **Online Training for IMConnect Users**

Watch a video tutorial that shows how to user IMConnect Record Center to manage your off-site records with Iron Mountain

► **Iron Mountain Connect Training Schedule (US)**

View current scheduled dates for Iron Mountain Connect training

Here you will find the two different trainings we offer. The video tutorial is a recorded session that can be taken at your convenience. The training schedule link provides links to register for the live training class. The training classes are held via WebEx and require you to pre-register. The classes are scheduled for an hour and a half but can vary depending on how many questions are asked.

If you need to obtain a user name and password, are experiencing issues logging in, or need technical support please contact us at 800-934-3453 (US) or 800-327-8345 (CA)