

# FSP Portal

## Registration and Onboarding

STEP  
01

System Administrator shares training link and password with practitioners

STEP  
02

Practitioners read and understand the **Getting Started** section of Smarty Grants training

STEP  
03

Practitioners self register by following the instructions in the Smarty Grants training module

STEP  
04

Practitioners email Systems Administrator confirming self registration has occurred

STEP  
05

System Administrator creates organisation's Smarty File, onboards users and sets access parameters

