



Software Accounts Needed to Maintain Website

Congrats on the World Wide Launch of your course! We are happy to be your partner moving forward in maintaining your website for your learners.

In order to provide you with the highest level of service, we will need access to your software accounts created during the Build and Go Live! phases of project. Below is a list of all the software, what it is needed for, what access we will need & also, where possible, information about renewals and keeping the software current.

If you find you need additional assistance, please reach out to support@clientengagementacademy.com (support@clientengagementacademy.com).

Thank you!

CEA will need continual access to the following software to properly maintain and service your site. Please notify us immediately of any changes to your User Name or Password.

Software	Website	Access Purpose	Type of Renewal	Frequency
Infusionsoft	https://keap.com/infusionsoft	<p>Responsible for all the tagging, accountability, reporting on contacts, etc. Please note that we have nothing to do with your front end marketing or sales.</p> <p>During Build Phase:</p> <ul style="list-style-type: none"> - CEA has 2 administrator users (Mike Weiss & Rohit Gupta). <p>After Go Live!</p> <ul style="list-style-type: none"> - CEA will need at least 1 administrative user (Mike Weiss) 	Monthly	Automatically renews
Memberium	http://memberium.com/aff.php?p=infusionweiss&w=memberium	Communicates Automation commands from Infusionsoft to Word Press	Annual	Depends on your choice of options when you setup the account, typically Annual

Wistia	https://wistia.com	<p>Video Player</p> <ul style="list-style-type: none"> - Hosts the videos for your site with an easy replacement process. Its responsive, and provides great reporting. 	Monthly	No - automatically renews
Credly	https://connect.credly.com/#!/sign-in/user	<p>Digital Badge software</p> <ul style="list-style-type: none"> - All courses we build have digital badges, this helps to create an ascension model. 	None	One time setup