HOW TO CREATE A BLOOMBERG LOGIN
• You will need to have your mobile phone with you

• Double click on the Bloomberg Icon on your PC desktop

• Click on the blue link **PRESS ENTER OR <GO> TO LOGIN** and then on **CREATE A NEW LOGIN**
• Answer the questions and fill in the relevant information on each page then click on 1) Continue to move on.
• Select the telephone number to which you want to receive your verification text message and then click on 1) SEND CODE
Please allow up to 5 minutes for the verification code to be sent to your mobile phone. If you do not receive it after 5 minutes, click on <MENU> to Return at the top of the screen and try again.
• Please keep a safe record of your login name.

• Once you have logged in type HELP in one of the Bloomberg windows and press <ENTER> to reach the GETTING STARTED WITH BLOOMBERG page.

• Then go to BPS EDUCATION <ENTER> and click on the EDUCATION USER GUIDE for comprehensive instructions on how to use the Bloomberg Professional Service.

• Hitting the <HELP> key once on your keyboard while on any Bloomberg screen will provide you with steps on how to use the functionality.