

KEEGAN EMPLOYEES,

***If you have never registered for an Employee SPD -Inservice workshops via Spyglass, you must:**

1. Click on the **Spyglass** button
2. Click on **Register for Continuing Education.....**
3. Complete the **Online Application Step 2** to establish a Student ID and Password
4. Once you have **Completed the Online Application** and the system assigns you a student ID number **Contact the SPD Office ext 1754.**