

## How to use Guidance Resources Online

Go to [www.GuidanceResources.com](http://www.GuidanceResources.com)

If you are logging in for the first time you will need to create a user profile.

Click I am a first-time user

Log In

I have already registered: [Help](#)

Please select your country/language:  
 [USA \(English\) »](#)

User Name

Password

Remember Me?

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[I am a first-time user](#) 

[I forgot my username](#)

[I forgot my password](#)

Enter the Organization Web ID: **FCPS** and create a username, password and security question. Once you've made these entries and click **Next** you will be asked additional demographic information – these questions are optional. You only need to answer the questions with the **red asterisk \***

### Registration: Profile

To register for GuidanceResources Online, simply fill in the areas below. If you do not know your Organization Web ID, it can be found on your benefits wallet card, poster, flyer or brochure. [Click here](#) to see an example.

\* Required

Organization Web ID \*  

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Select User Name and Password

User Name \*   
(Select your own user name: 6-16 characters, no spaces.)

Password \*   
(Select your own password: 6-16 characters, no spaces.)

Re-enter Password \*

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In case you forget your User Name or Password...

E-mail Address \*

Re-enter E-mail Address \*

Security Question \*

Security Answer \*

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Federal law requires that we ask if you are at least 13 years of age. \*

I am at least 13 years old.

I am under 13 years old.

[Need help registering?](#)

Privacy  
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## How to use Guidance Resources Online

If you have already created an online profile, please log in with your username and password. Once you log in, you will see many features on the home screen. To search for resources and articles by topic, choose one of the following tabs (**Wellness, Relationships, Work & Education, Financial, Legal, Lifestyle, Home & Auto**) on the blue tool bar.



For example, if you are looking for information about marriage and relationships, you would click **Relationships** to view the drop down list. Choose **Marriage & Relationships**. You will then see the home page for marriage and relationships with a list of assorted articles, assessments, and resources available to you related to marriage and relationships. On the left-hand side you will notice there is a list of folders which you may also wish to explore for the related topic.



If you are searching for a local provider (counselor, attorney, financial planner, child care, elder care, etc.), return to the home screen and on the left-hand side you will see a box with icons under the title **I'm Looking For**.



Chose the appropriate icon and you will receive the following message:

Please note that ComPsych does not control and is not responsible for the quality of services rendered by any resource nor does ComPsych review or monitor their activities. ComPsych does not recommend, approve or certify the standards, quality, competence or adequacy of any resource. You have the independent obligation to decide whether or not to contract with or otherwise retain or employ any resource.

Click continue and you will be directed to a page where you can enter the type of service you are looking for, your home or work zip code, and the preferred distance in miles from your location. Enter your selections, click submit, and then you will be provided with a listing of providers based on your entry.

## How to use Guidance Resources Online

You can contact a Guidance Resources consultant any time using the toll-free number 855-355-9097.

However, you may feel more comfortable using the **Ask a Guidance Consultant** feature. In the top right-hand side you will see a picture of a woman under the title caption. Click on [Send a question](#) and select the topic that is most related to your inquiry. Answer the questions that are provided for you and include your contact information and a guidance consultant in the area of expertise will return an email within 24 hours. If your inquiry requires a telephonic conversation, a counselor will ask to schedule an appointment for you to speak with them over the phone at a time convenient to you.



The Guidance Resources webpage can be viewed in Spanish and French in addition to English.

Click the drop down icon



Select your preferred language

