NEW USER CHECKLIST
Welcome to Lead Manager

INITIAL SET UP

☐ Step 1: Activate Your Account

Go to www.AllstateLeadManager.com and click on "Reset Password":

- **Username:** Agent ID (for example A0B1010)
- **Email:** AgentID@allstate.com (for example A0B1010@allstate.com)
- Enter the image code
- Click "reset password"
- A temporary password will be emailed to you

Note: After logging in for the first time, you will be prompted to set up a new password.

EDUCATION

☐ Step 2: Visit the Resource Center

Once logged in to your Lead Manager account, click on the Resource Center tab in the taskbar located at the top of the screen or visit www.leadmgmtlab.com.

Webinars: Click on the Webinars tab to view upcoming webinars hosted by the Lead Manager team. Click to join the webinars or add them to your Outlook calendar.

Education: Click on the Education tab to view tailored short videos, helpful documents and FAQs.

☐ Step 3: Attend Onboarding Series Webinars

You will receive a webinar invite from the Lead Manager Team to attend our monthly onboarding series.

The series will demonstrate how to set-up your account, add leads, assign leads, and work leads, all in greater detail.

Note: The series is interactive, so feel free to ask questions and learn more about the platform.

CONTACT US

☐ Step 4: Contact the Lead Manager Team

If you have additional questions for the Lead Manager Team, contact us by email at LeadManager@allstate.com or call (567) 202-0244.