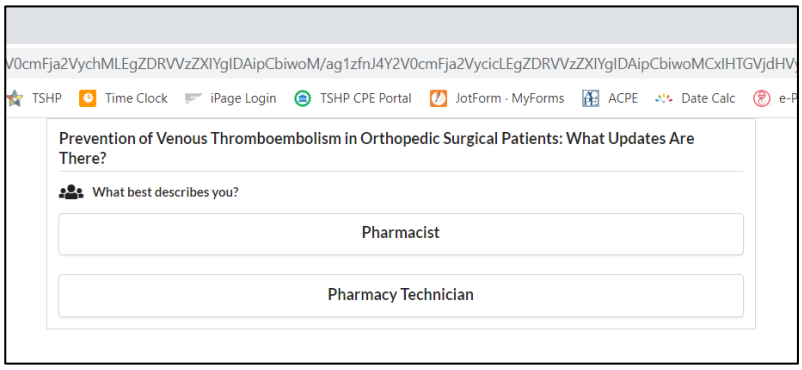
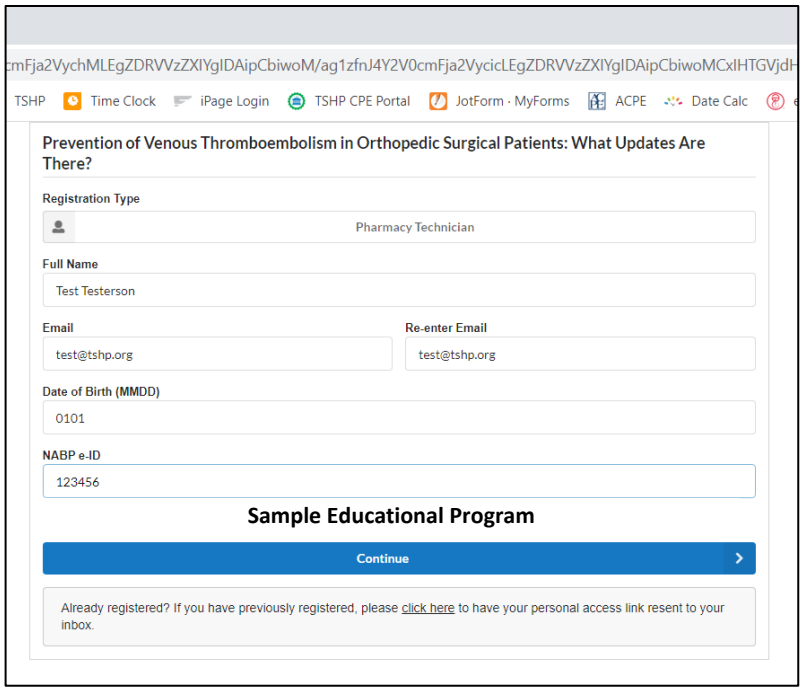
INSTRUCTIONS FOR CLAIMING CREDIT THROUGH LECTUREPANDA

1. Go to the webpage via the link you've been provided.

2. Click on the appropriate participant type.



3. Enter the requested profile information (necessary to issue credit to your My CPE Monitor profile).

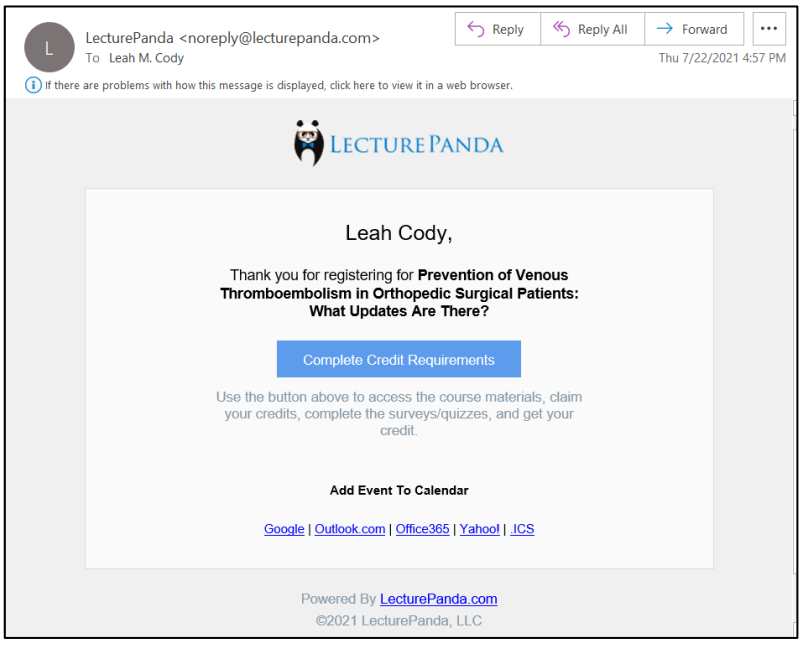


4. Click Continue (blue button as seen above)

Instructions are provided as a general guideline. Should you encounter technical difficulty, please contact support through the purple question icon on the LecturePanda.com website.

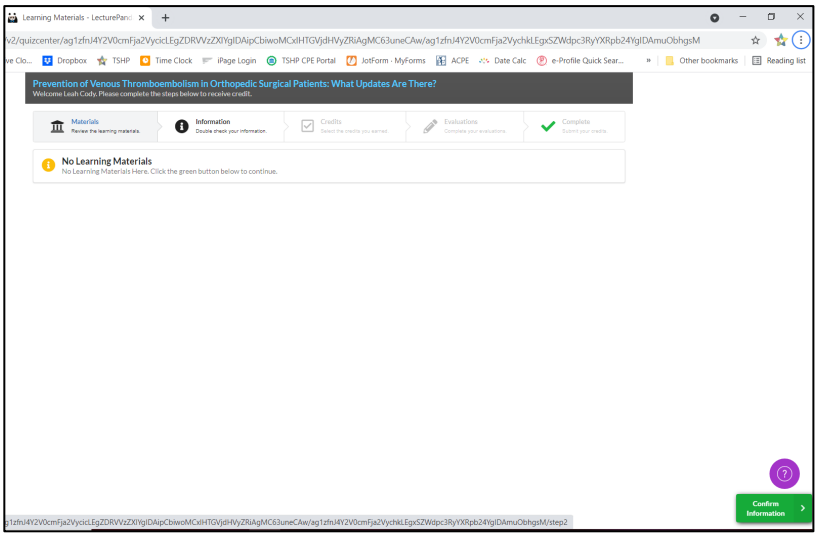
INSTRUCTIONS FOR CLAIMING CREDIT THROUGH LECTUREPANDA

5. You will receive an email at the address you provide from noreply@lecturepanda.com. Use the email to access the course materials (if provided), claim your credits, complete the surveys/quizzes, and get your credit.



6. Clicking on the “Complete Credit Requirements” button (as displayed above) will bring you to the course site.

7. The first tab is where any provided handouts or supplemental documentation will be available for download. Click the green “Confirm Information” button at the lower right corner or the “Information” tab at the top of the page.

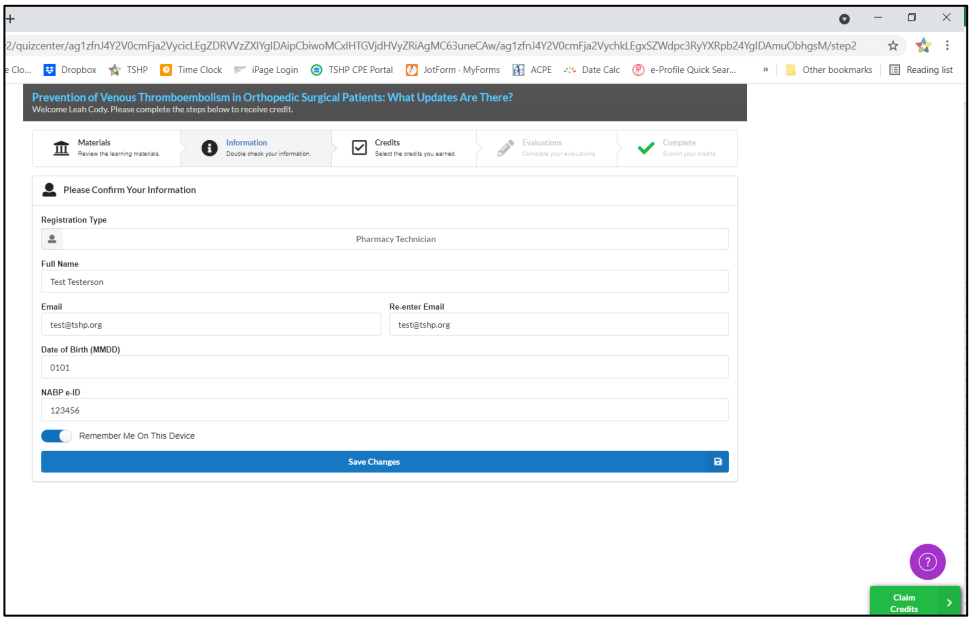


8. Confirm your registration and CPE Monitor Profile details. Click “Save Changes,” if any changes were made. To advance to the credit claiming tab, click the green “Claim Credits” button on the

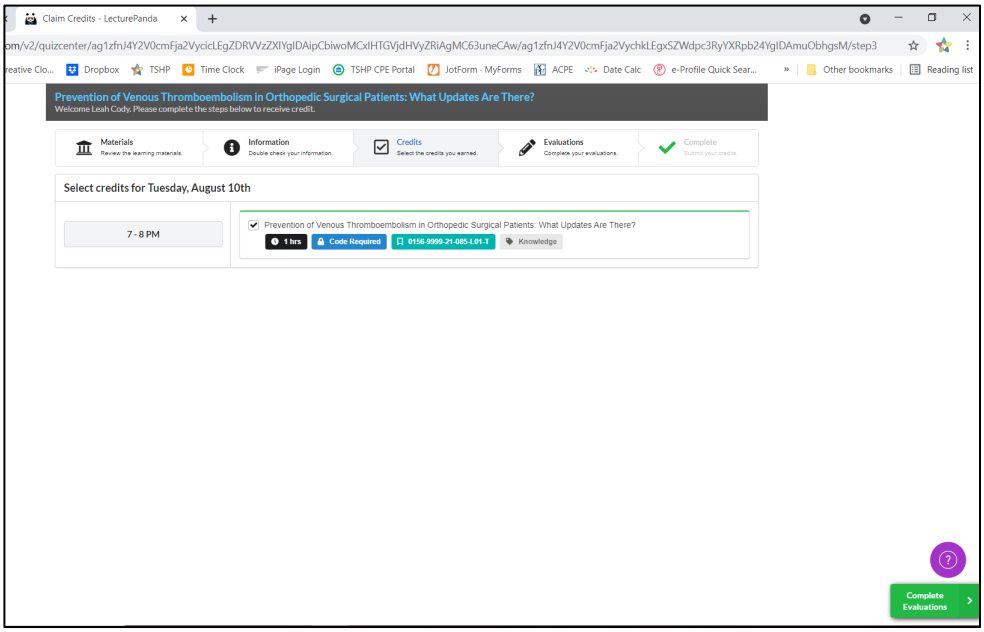
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INSTRUCTIONS FOR CLAIMING CREDIT THROUGH LECTUREPANDA

lower right corner or the “Credits” tab at the top of the page.



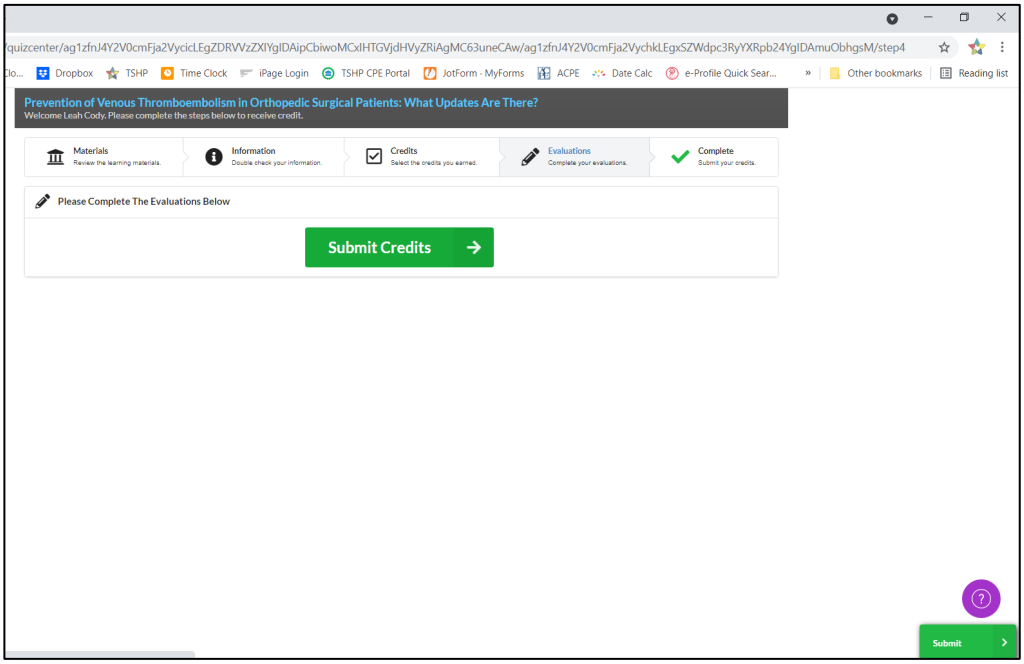
9. Ensure the appropriate credit is selected (checked) for your practitioner type. Click the green “Complete Evaluation” button at the lower right corner or the “Evaluation” tab at the top of the page.



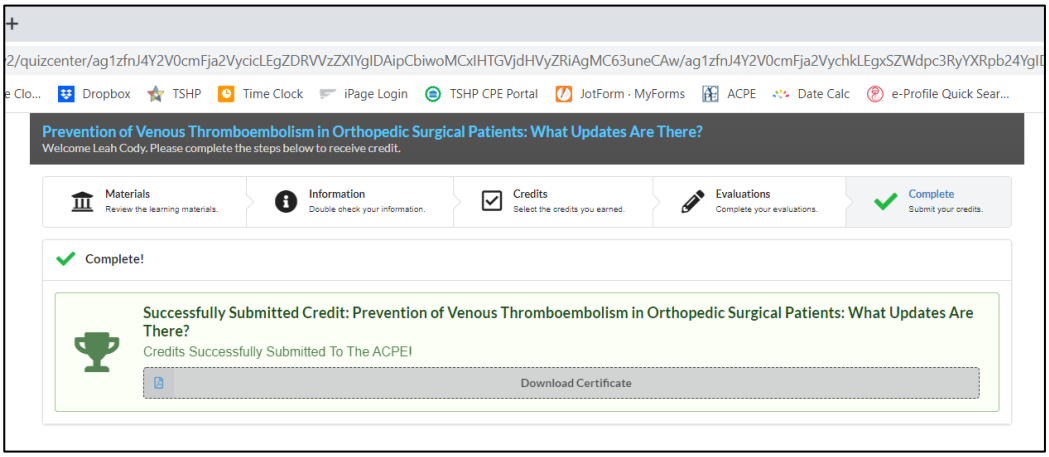
Instructions are provided as a general guideline. Should you encounter technical difficulty, please contact support through the purple question icon on the LecturePanda.com website.

INSTRUCTIONS FOR CLAIMING CREDIT THROUGH LECTUREPANDA

10. Answer the evaluation questions. Once complete click the green “Submit” button at the lower right corner, the “Complete” tab at the top of the page, or the green “Submit Credits” button in the center.



11. You will be presented with a confirmation notice and the opportunity to download a statement of credit for your records.



Instructions are provided as a general guideline. Should you encounter technical difficulty, please contact support through the purple question icon on the LecturePanda.com website.