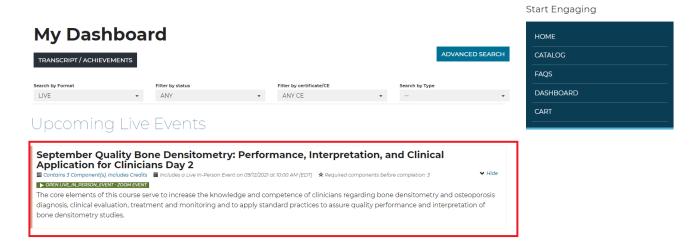


ISCD How-To Documents

How to Claim your Credits and Print your Certificate

- 1. Log into your **ISCD profile**
- 2. On your <u>Dashboard</u>, locate your course (This may be under "Upcoming Live Events" or "On-Demand Products") and double click on the title for the course you completed.



 Under the tab "Contents", if you attended you will see green check marks next to the Event attended. The next section, "Survey" will have the link "FILL OUT SURVEY", click on this link to complete the survey.

Note: Make sure all survey questions are answered, if not, when the FINISH button is clicked a pop up will appear with what question(s) that have not been answered)

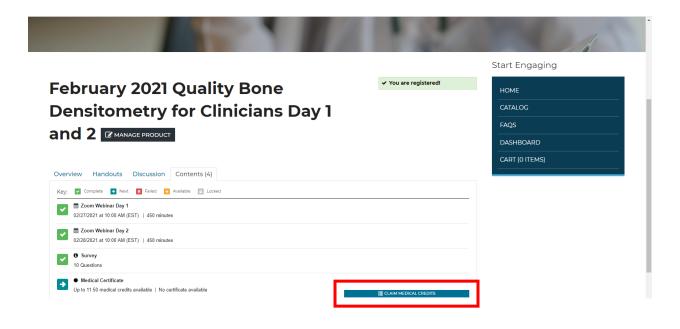
4. Once the survey is completed, selection of credit type will be made available. Click on **CLAIM MEDICAL CREDITS**, a pop up to "Claim your medical credits will appear," select the credit type you would like to claim from the Credit Type drop down and confirm the Credit Number.

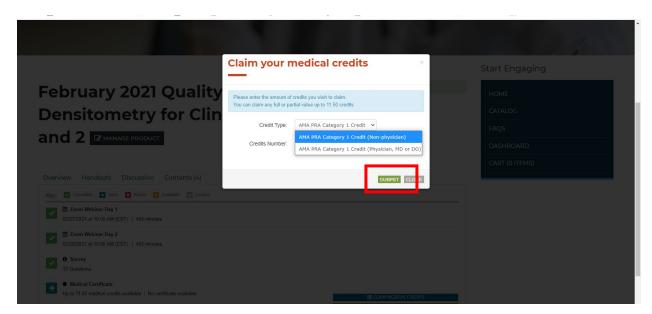
Note: If you click **SUBMIT** without selecting the credit type from the drop down, the credit type default is AMA PRA Category 1 Credit (**Non-Physician**).



ISCD How-To Documents

How to Claim your Credits and Print your Certificate





5. Once you have reviewed the credit information, click **SUBMIT**



ISCD How-To Documents

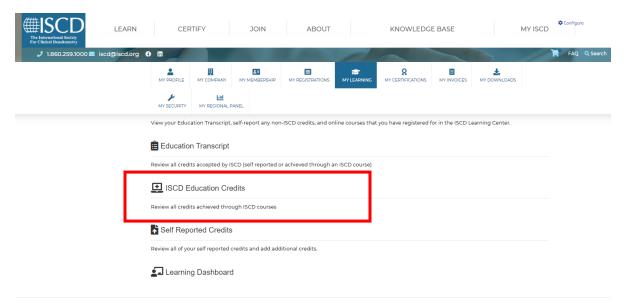
How to Claim your Credits and Print your Certificate

To View/Print Course Certificate

1. At the top of the page, click MY ISCD



2. Click the link for ISCD Education Credits



3. Click on the link for the course you've completed in order to view/print the Certificate of Completion.

