

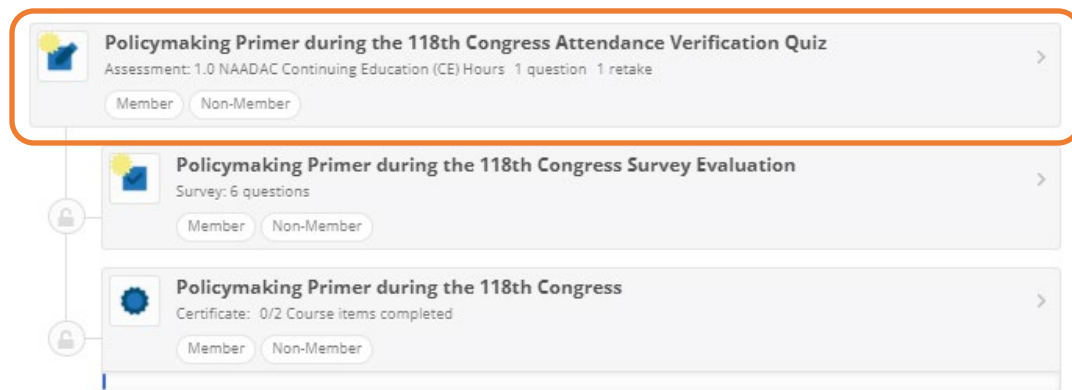


Instructions to Access Your CE Quiz and CE Certificate

For each certified or licensed professional, please note it is an ethical violation if you are caught taking an online attendance verification quiz for a training you did not complete. By taking an online attendance verification quiz and achieving a CE certificate, you are also attesting that you sat through the full time (CE hours) of the training.

Part 1: Access the Attendance Verification Quiz

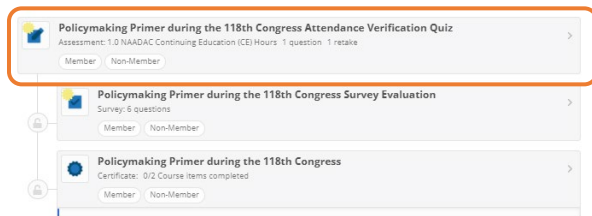
- Navigate to the Quiz:** Once you have finished viewing the live training event, you will need to complete the Attendance Verification Quiz and Survey Evaluation to access the CE Certificate. Attendees can navigate to the attendance verification quizzes by clicking on the link in the email sent to you at the end of the day or through the link on the Advocacy in Action conference webpage.
- Scroll down and find the attendance verification quiz for the session you'd like to take. If you're not already logged into your NAADAC account, a new tab in your browser will open and you will be prompted to log in.



Part 2: Complete the Attendance Verification Quiz and Survey Evaluation

- Complete the quiz process:** Click on the Attendance Verification quiz for the session you attended. The Attendance Verification quiz will open and you can select the word-of-the-session that was given during the session you attended. When finished answering the question, click “NEXT,” and then “Submit Answers.” Finally, click “Go to next item →.”

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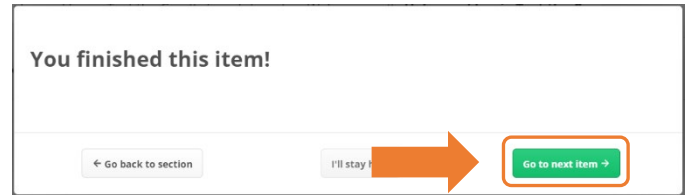
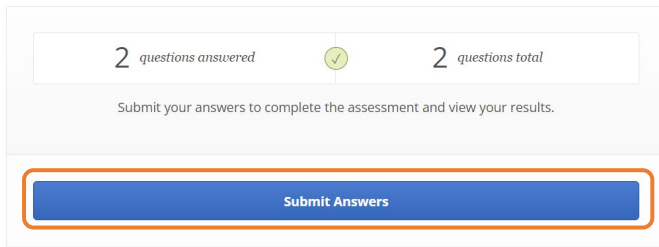


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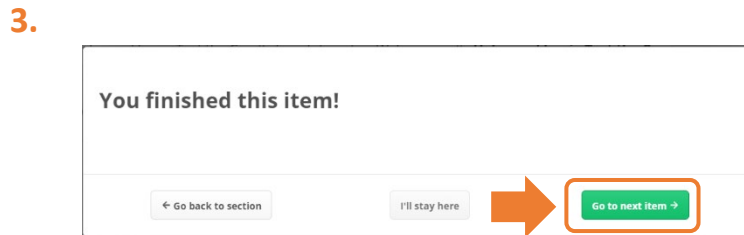
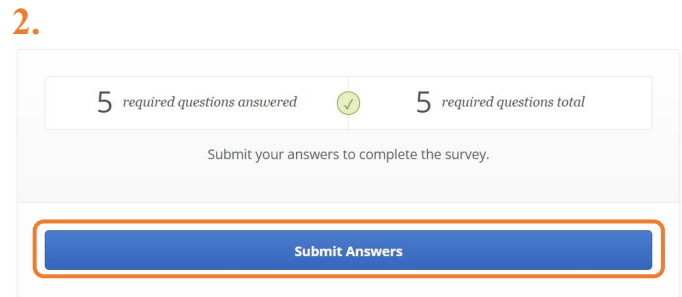
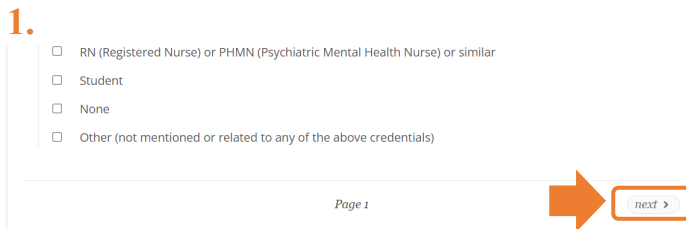
4.



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2. **Complete the Survey Evaluation:** Complete the survey evaluation for the event you attended. When finished answering the questions, click “NEXT,” and then “Submit Answers.” Finally, click “Go to next item →.”



3. **Download and save or print your certificate!** Your certificate should appear on the screen. You can click on “Print Certificate” and print the certificate or save it as an Adobe PDF file to your computer. All certificates will be saved and can be accessed under your profile name settings in the NAADAC Education Center --> [Your Name] --> Certificates tab.

