

## CPEU FAQ

### 1. Why did AAPI integrate with the Academy's Learning Management System (LMS)?

All DPG/MIGs are being integrated with the LMS. The LMS supports easy access to webinar recordings, quizzes, CPE newsletter articles and CPEU certificates. The LMS also increases awareness and visibility of AAPI's continued education and opportunity for membership because it connects with the Academy's online eatrightSTORE.

Integrating with the LMS allows AAPI members to have one-stop access to their CPE history. Members will find CPE certificates for any Academy CPE items including DPG/MIG items within the LMS making it easier to track history and find certificates.

### 2. I am being charged for the webinar. How do I receive the \$0 member price?

You must be logged into the AAPI website as a member prior to clicking on the registration link that takes you to the eatrightStore.

When you first add the product into your cart it may show the \$24 non-member price, but it should refresh to \$0 as you continue through the checkout process.

If the Store is still showing the non-member price when you get to the confirmation page (as shown below), please delete the product from your cart, refresh the page in order to ensure that the Store has picked up your membership, and then go through the process again.

Confirmation

Enter Promo Code	Subtotal	\$0.00
<input type="text"/>	Shipping	\$0.00
<input type="button" value="Apply"/>	Tax	\$0.00
	Order Total	\$0.00

### 3. Why isn't my certificate showing my CPE credits?

In order for your certificate to show your credits, you have to "Claim" them. You can do this in the "Completed" tab under "My Courses."

MY DASHBOARD MY COURSES Q

Enrolled **Completed**

Grades for year: 2020 Download

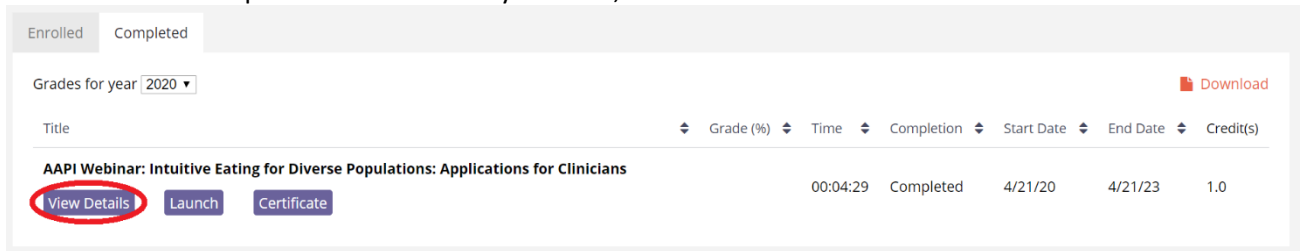
Title	Grade (%)	Time	Completion	Start Date	End Date	Credit(s)
AAPI Webinar: Intuitive Eating for Diverse Populations: Applications for Clinicians		00:04:29	Completed	4/21/20	4/21/23	<b>Claim</b>

View Details Launch Certificate

#### 4. Is there any way to find out the date I completed my course?

You are able to see the date you claimed your credit.

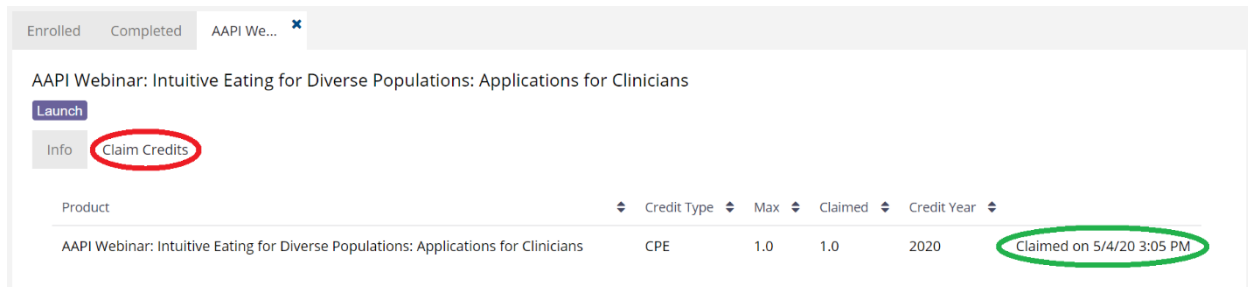
In the "Completed" tab under "My Courses," click on "View Details" under the webinar.



The screenshot shows a user interface with two tabs: "Enrolled" and "Completed". The "Completed" tab is active. Below the tabs, there is a dropdown menu for "Grades for year" set to "2020" and a "Download" button. A table lists course details with columns: Title, Grade (%), Time, Completion, Start Date, End Date, and Credit(s). The course title is "AAPI Webinar: Intuitive Eating for Diverse Populations: Applications for Clinicians". Below the title are three buttons: "View Details" (circled in red), "Launch", and "Certificate". The table row shows: 00:04:29, Completed, 4/21/20, 4/21/23, and 1.0.

Title	Grade (%)	Time	Completion	Start Date	End Date	Credit(s)
AAPI Webinar: Intuitive Eating for Diverse Populations: Applications for Clinicians		00:04:29	Completed	4/21/20	4/21/23	1.0

Choose the "Claim Credits" tab. You will see the date and time of when the credits were claimed.



The screenshot shows a user interface with three tabs: "Enrolled", "Completed", and "AAPI We...". The "AAPI We..." tab is active. Below the tabs, there is a "Launch" button and an "Info" button. The "Claim Credits" button is circled in red. Below the buttons, there is a table with columns: Product, Credit Type, Max, Claimed, and Credit Year. The table row shows: AAPI Webinar: Intuitive Eating for Diverse Populations: Applications for Clinicians, CPE, 1.0, 1.0, 2020, and "Claimed on 5/4/20 3:05 PM" (circled in green).

Product	Credit Type	Max	Claimed	Credit Year
AAPI Webinar: Intuitive Eating for Diverse Populations: Applications for Clinicians	CPE	1.0	1.0	2020

Please contact [khickman@eatright.org](mailto:khickman@eatright.org) with any additional questions.