

## DIRECTIONS PERTAIN TO NURSES RECEIVING CNE CERTIFICATES ONLY!

If you have previously received a certificate from Pedagogy, then your account has been created and is associated with the webinars. Please do not make a new account!

- 1. Click here, or go to: https://pedagogyeducation.com/PharMerica/Account/Log-In
- 2. Login to your account.
  - If this is your first time earning a CE certificate with Pedagogy, you will receive your login credentials to the email address you registered for the webinar with from Pedagogy. Enter your username and temp password, and click Log In.
    - Under the Account Details box, click Account Information. This is the page where you will
      provide your personal information. Please note the following:
    - o Remember to click Save after each change.
    - o Enter your name the way you want it to appear on your certificate.
    - Enter in your nursing license number(s).
    - Reset your password to something unique.
  - If you have an existing account with Pedagogy, continue to use your existing login information.
- 3. Click Back to Main Dashboard. Here you will see the webinar courses that have been assigned to you. Click Start Class to launch the course.
  - You may review the presenter's slides within the course, this <u>does not</u> contain the webinar audio. The full webinar can be replayed by visiting the link included in the webinar email from PharMerica.
  - In the Actions box, click Take Test and answer the True/False question. Then follow the prompts in the Actions box: Submit Test for Scoring, Evaluate My Class, and lastly, Print Certificate!
    - Due to our accreditation rules, you must submit your course evaluation before you will be able to download your certificate.

## **Notes:**

- It may take up to 3 days post-webinar for your course(s) to appear inside your Pedagogy account. If you have any questions, please email <a href="mailto:webinars@pharmerica.com">webinars@pharmerica.com</a>.
- You have 30 days from the Live Webinar date to complete the online evaluation and download your certificate.

## **NAB PARTICIPANTS**

The above log in process is for nurses desiring continuing nurse education certificates only. NAB credits are reported by PharMerica after the webinar. If you have questions about your NAB credits, please contact PharMerica at <a href="webinars@pharmerica.com">webinars@pharmerica.com</a>.