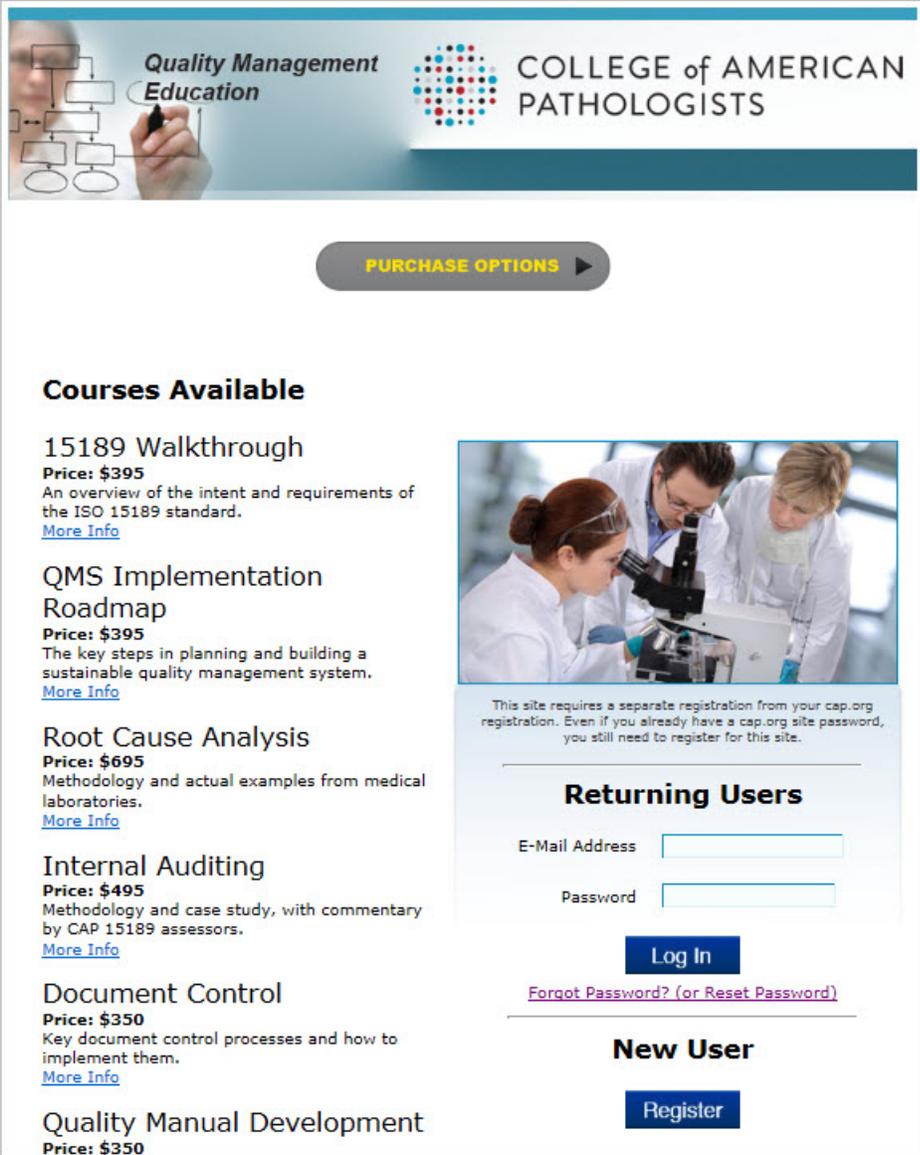


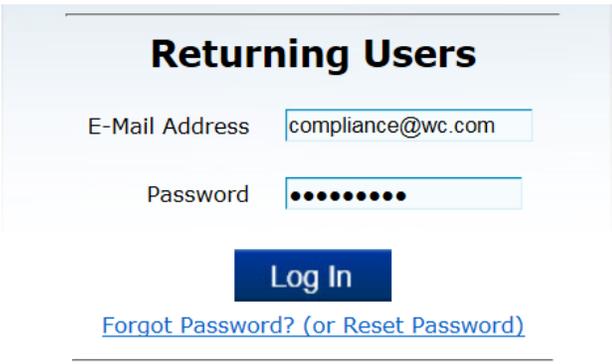
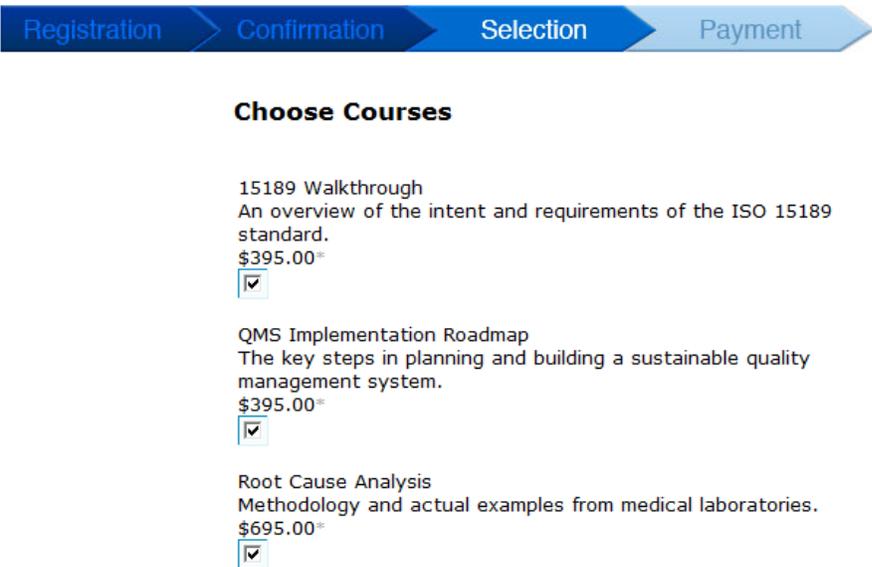
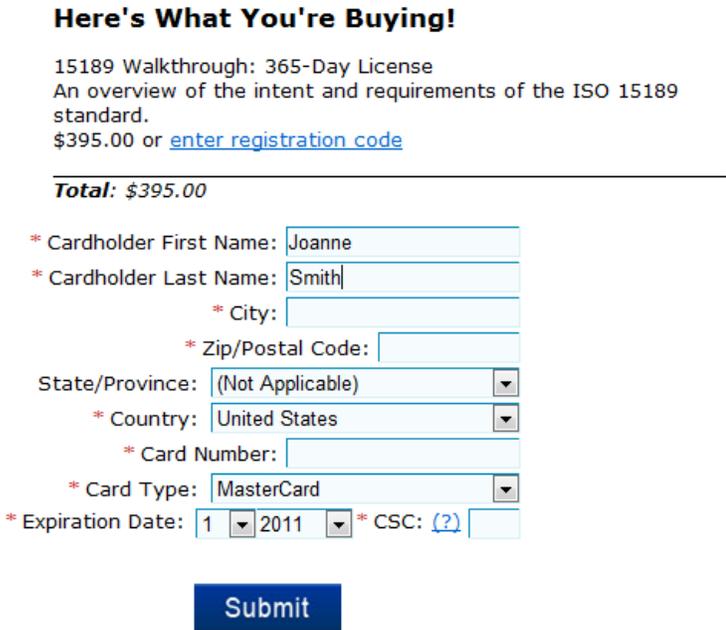
QMed Registration and Login Instructions – Credit Card

Step	Action	Screen Shot
1	<p>Go to https://cap.enspire.com/</p> <p><u>New Users</u> Click Register button to initiate registration.</p> <p><u>Returning Users</u> Enter email address and password, and click Log In. When you see the screen that says “Would You Like to Purchase More Courses?” click “Yes.” Go to step 6.</p>	 <p>The screenshot shows the homepage of Quality Management Education by the College of American Pathologists. It features a header with the organization's logo and a 'PURCHASE OPTIONS' button. Below this is a 'Courses Available' section listing several courses with their prices and brief descriptions, each with a 'More Info' link. To the right of the courses is an image of three scientists in a lab. Below the image is a note about separate registration requirements. At the bottom right, there is a 'Returning Users' section with input fields for 'E-Mail Address' and 'Password', a 'Log In' button, and a link for 'Forgot Password? (or Reset Password)'. Below that is a 'New User' section with a 'Register' button.</p>

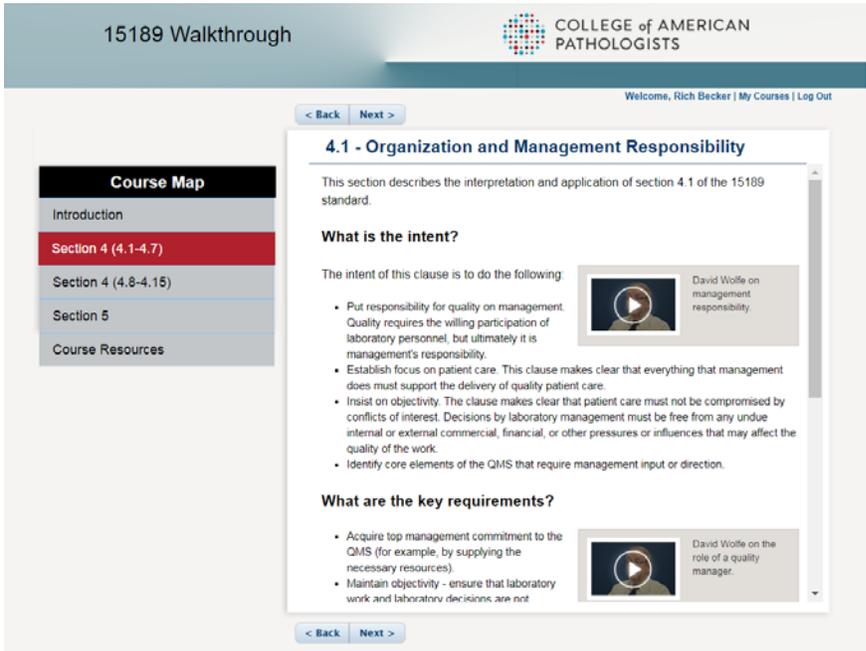
QMed Registration and Login Instructions – Credit Card

<p>2</p> <p>Fill out registration form and click Register.</p> <p>If you plan to share your login with others, consider the following:</p> <ul style="list-style-type: none"> • Put your laboratory name in the name fields • Use an administrative email address • Create a password that you will not mind sharing with others 	<div style="text-align: right;"> <p>* First Name: <input type="text" value="Wolfe-Christopher"/></p> <p>* Last Name: <input type="text" value="Laboratories"/></p> <p>* E-Mail: <input type="text" value="compliance@wc.com"/></p> <p>* Password: <input type="password" value="●●●●●●"/> <small>Password requires 6 characters.</small></p> <p>* Confirm Password: <input type="password" value="●●●●●●"/></p> <p>* City: <input type="text" value="Northfield"/></p> </div> <div style="text-align: center; margin-top: 10px;"> <p>Register</p> </div> <p>Note: If you use your laboratory name when you register, it will appear at the top of each course page in the Welcome field.</p> <div style="text-align: center; margin-top: 20px;">  <p>COLLEGE of AMERICAN PATHOLOGISTS</p> <hr style="border: 2px solid #0056b3;"/> <p>Welcome, Wolfe-Christopher Laboratories My Courses Log Out</p> </div>						
<p>3</p> <p>Review registration information and edit if necessary. Click Confirm.</p>	<div style="text-align: center; margin-bottom: 10px;"> <p>Registration → Confirmation → Selection → Payment</p> </div> <div style="text-align: center;"> <p>Personal Information</p> <table border="1" style="margin: auto; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Name:</td> <td style="padding: 2px;">Wolfe-Christopher Laboratories</td> </tr> <tr> <td style="padding: 2px;">E-mail:</td> <td style="padding: 2px;">compliance@wc.com</td> </tr> <tr> <td style="padding: 2px;">City</td> <td style="padding: 2px;">Northfield</td> </tr> </table> <p style="margin-top: 5px;">Cancel (all data will be lost)</p> <p style="margin-top: 10px;">Edit Information</p> <p style="margin-top: 10px;">Confirm</p> </div>	Name:	Wolfe-Christopher Laboratories	E-mail:	compliance@wc.com	City	Northfield
Name:	Wolfe-Christopher Laboratories						
E-mail:	compliance@wc.com						
City	Northfield						
<p>4</p> <p>Hit Log In to return to Login screen</p>	<div style="text-align: center; margin-bottom: 10px;"> <p>Registration → Confirmation → Selection → Payment</p> </div> <p style="text-align: center; font-size: small;">Congratulations! Your registration for the College of American Pathologists is complete. Thank you for your interest.</p> <p style="text-align: center; font-size: x-small;">Click "Log In" to proceed. You'll need to log in to your account with your E-Mail address and password to complete payment.</p> <div style="text-align: center; margin-top: 10px;"> <p>Log In</p> </div>						

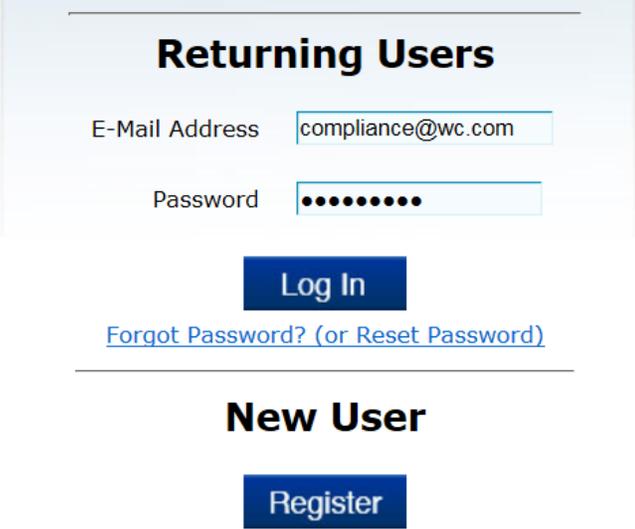
QMed Registration and Login Instructions – Credit Card

<p>5</p>	<p>Log in using registered email address and password</p>	
<p>6</p>	<p>Choose course(s) desired</p>	
<p>7</p>	<p>Fill out credit card information</p> <p>Notes:</p> <ul style="list-style-type: none"> • Make sure the city and zip correspond to card's billing address, not the user's or lab's address. • State/Province is not required. 	

QMed Registration and Login Instructions – Credit Card

8	Launch course from My Courses page	<p style="text-align: center;">Launch Available Courses</p> <div style="border: 1px solid #ccc; background-color: #e6f2ff; padding: 5px; margin-bottom: 10px;"> 15189 Walkthrough (expires Jan 12, 2018) </div> 
9	Begin course	
10	<p>To facilitate future access:</p> <ul style="list-style-type: none"> • Bookmark the site URL in your browser's favorites tab or bookmarks bar/menu. • Save your password, and send your login (email and password) to others who will be accessing the modules – or store the login in a place others can access. 	<p>https://cap.enspire.com/</p>

QMed Registration and Login Instructions – Credit Card

11	<p>When returning, log in via Returning Users.</p> <p>If you share your login with others, they will also log in via Returning Users with the email and password you set up.</p>	 <p>The screenshot displays the QMed user interface. At the top, it says "Returning Users". Below this, there are two input fields: "E-Mail Address" with the value "compliance@wc.com" and "Password" with a masked password of ten dots. A blue "Log In" button is positioned below the password field. Underneath the button is a blue hyperlink that reads "Forgot Password? (or Reset Password)". A horizontal line separates this section from the "New User" section below. The "New User" section features a blue "Register" button.</p>
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