How to find and purchase the Free Ethics Video-on-demand

Go to the Alaska Bar Association home page: www.alaskabar.org and log-in to your member dashboard.



or click here on the direct link: MEMBER LOGIN

Username and password are case sensitive. Type your information into the proper fields then click on the blue "Alaska Bar Member Login" button

If you are a Bar Member and do not know your username and password try this formula first:

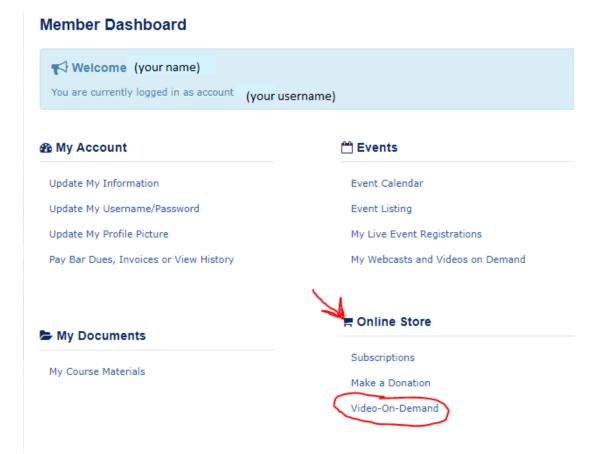
Username: Bar Number and last name in all lowercase i.e. 1234567smith

Password: First 3 letter of your last name in lowercase and your EIGHT digit date of birth (mm/dd/yyyy) i.e. - smi12301965

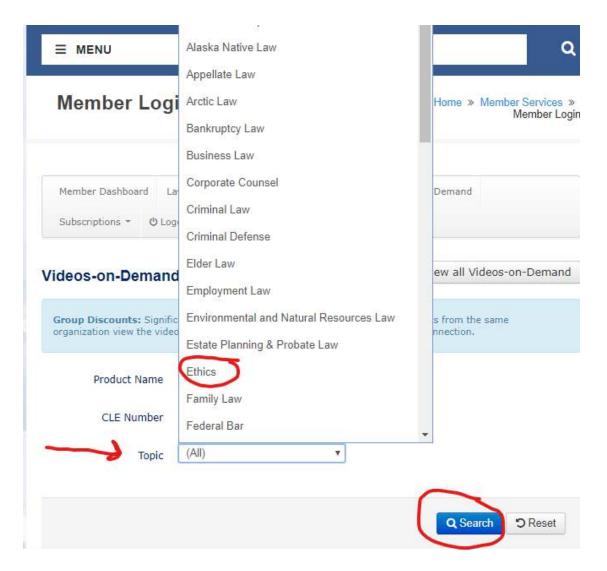
If that does not work, DO NOT CREATE A NEW ACCOUNT.

As a Bar member, you already have a username and password in our database. Please email info@alaskabar.og for your log-in information.

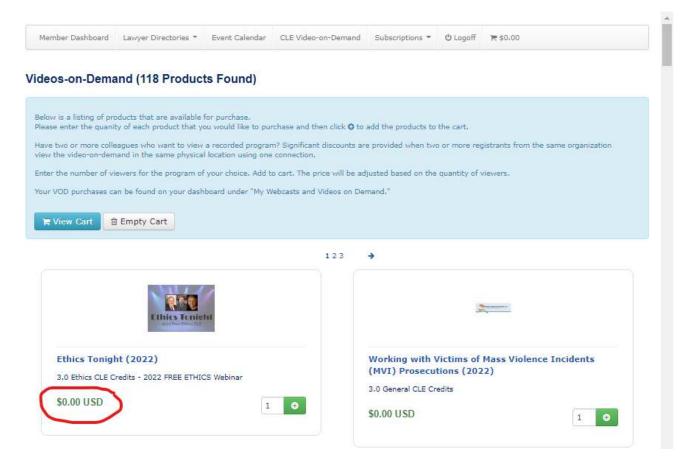
Once logged into your member dashboard, look under the Online Store tab for Video-on-Demand. Click on it.



Once on the Video-on-Demand catalog page, you can search for a specific topic by choosing it from the dropdown menu by "Topic" and then clicking on the blue Search button.

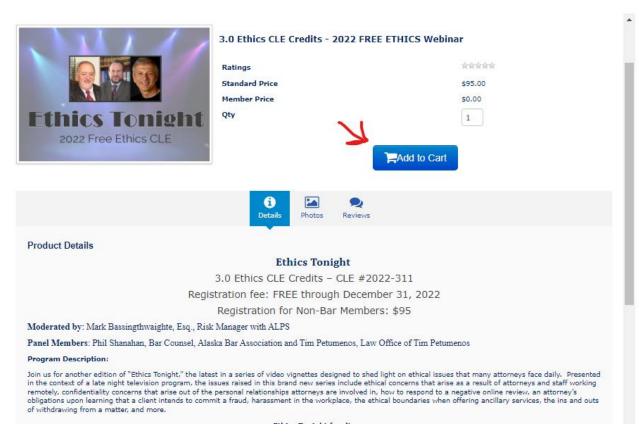


The credits and price are listed in the catalog for easy reference.

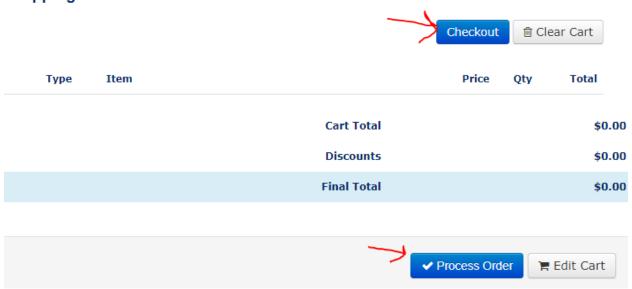


If the price for the Free Ethics CLE shows \$95, you are either not logged in to your member dashboard or are not an Alaska Bar member.

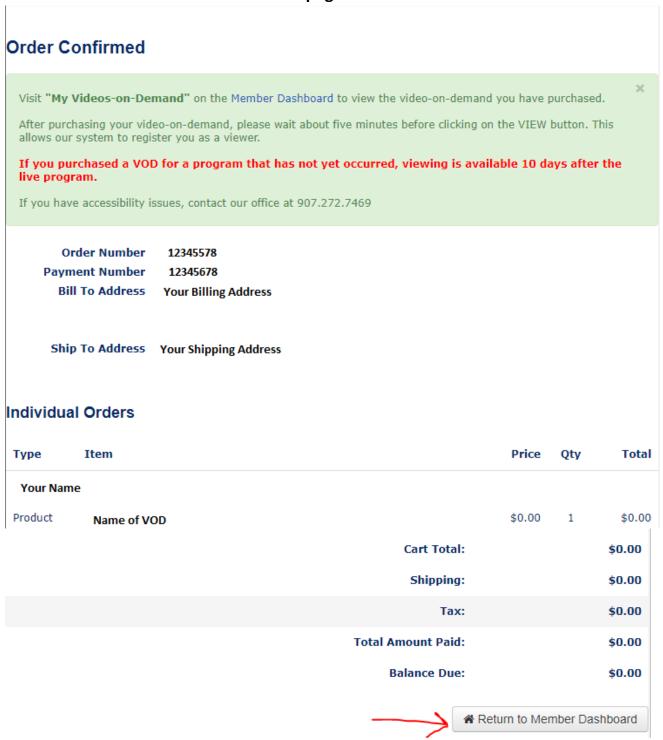
To "Purchase" the Free Ethics Video-on-demand, Click "add to cart". Then click on "Checkout." Finally, click on "Process Order".



Shopping Cart



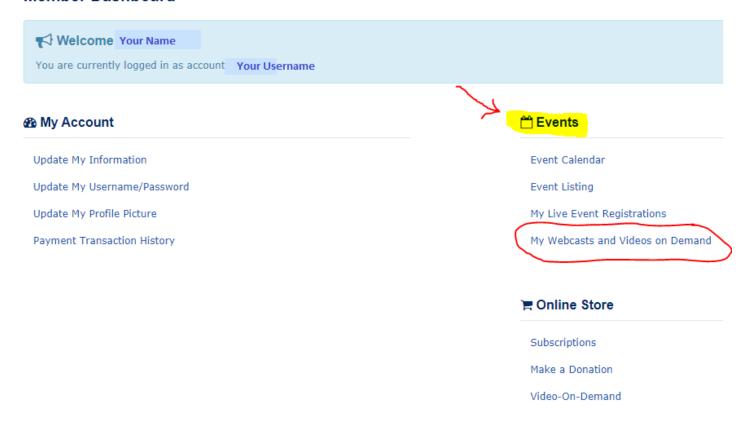
You will receive an order confirmation page:



Click on the "Return to Member Dashboard" button.

Now you will go to the Events tab and choose My Webcasts and Videos on Demand

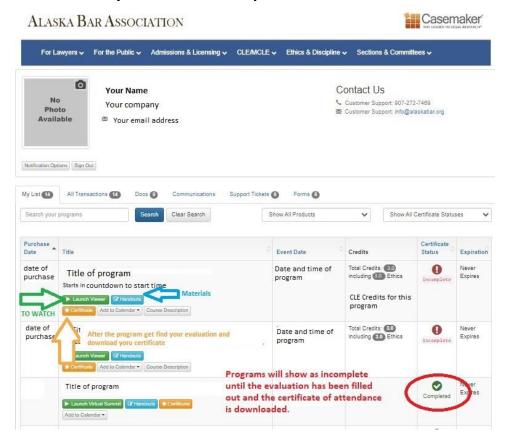
Member Dashboard



This will take you to another page which will display your Webcasts and Videos on Demand.

Click on the green "Launch Viewer" tab to begin the program.

Use the BLUE "Handouts" tab to download your materials ahead of time so you can determine if you would like to print them in advance of watching the program.



Once you have finished the program you can click on the yellow certificate tab. Fill out the evaluation for access to the certificate of attendance. This will change your "incomplete" status to "complete"

After viewing the program don't forget to file your MCLE report through your member dashboard.

Instructions for Submitting MCLE Reporting Form Online

- Login to membership dashboard: <u>www.alaskabar.org/members</u>
 Default Login: Bar# and full last name: YYMM###Last name
 Password: 1st 3 letters of last name and DOB in 8 digit format; mmddyyyy
- Once logged on to your dashboard, scroll down to find on the right:



 Select the number of ethics and general credits completed using the dropdown boxes. Check the box certifying the information is accurate and click on "Submit Report".

