



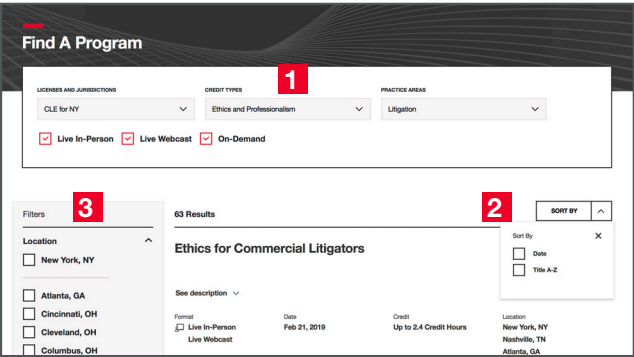
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For any questions about this user guide or Privileged Membership access, please contact the PLI Membership Services Department at membership@pli.edu or 800.260.4754.

Find a Program Results

- 1. To make changes to your search results, simply update your search criteria by changing the Licenses and Jurisdictions, Credit Type, Practice Area, and/or program format.
- 2. The search results can be sorted by date or alphabetically by using the dropdown “Sort By” menu.
- 3. You can further filter the search results by location or level using the search filters on the left.



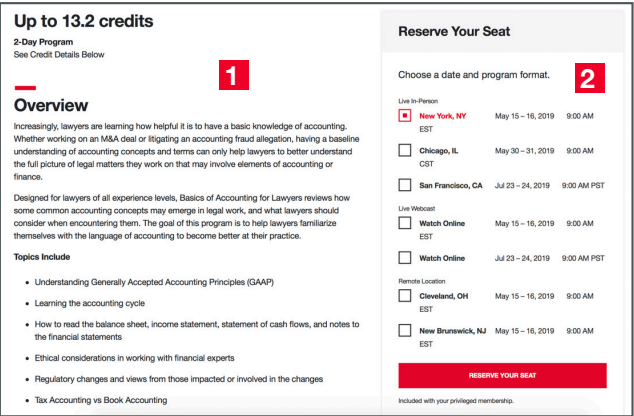
Keyword Search Results

- 1. The search results appear sorted alphabetically, chronologically or by relevance by using the dropdown “Sort By” menu.
- 2. Using the search filters on the left will refine the results by either program format, credit type, practice area, location, or other additional terms. If searching for a phrase, the phrase should be placed in quotations for more accurate results.



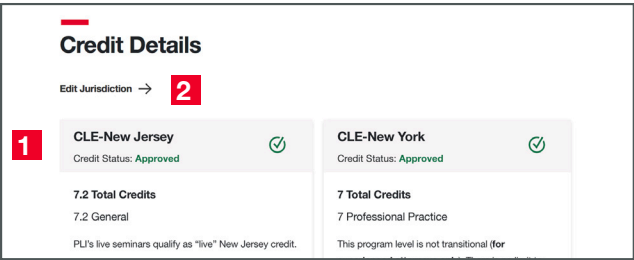
Register for an Upcoming Live Program (or View at a Groupcast Location)

- Click on the program title see a detailed description of the program.
- 1. Scroll through the page to learn more about the program details, date, location, format, faculty, schedule and credit details.
 - 2. Using registration box on the right, select your desired location and click “Reserve Your Seat”. Follow the prompts in the shopping cart to confirm your registration.



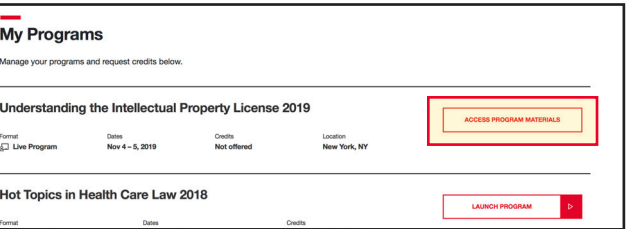
Credit Information

- 1. For licenses you have stored on your account, you will automatically see the approval status of the program for your jurisdictions.
- 2. To add additional licenses to your account, click “Edit Jurisdiction” and follow the instructions to update your account.



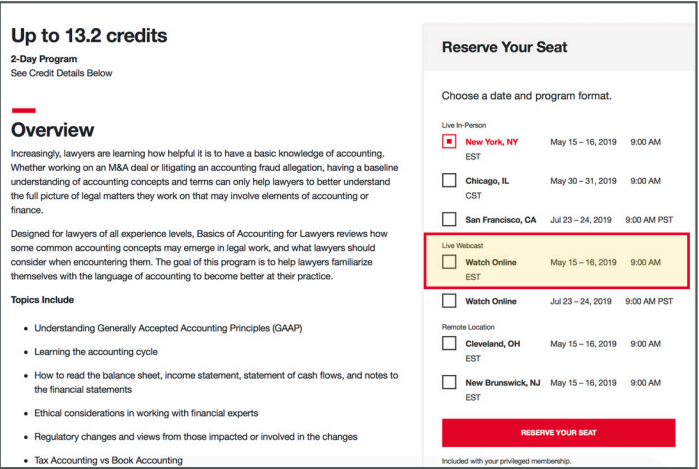
NOTE: Course Handbooks

Course Handbooks and associated course materials are included in Program attendance. Your Course Handbook will be available several days prior to the program on our online research database, **PLI PLUS**, where you can download, print, and search through the materials. You can access your Course Handbook by visiting **My Programs** and clicking “Access Program Materials”.

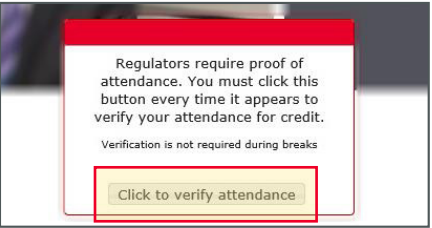


Register for a Webcast

- Select the title of a Webcast and click “Reserve Your Seat”. Follow the prompts in the shopping cart to confirm your registration.
- The Webcast will automatically be added to **My Programs**.
- On the day of the Webcast, go to **My Programs** located in the drop down menu where your initials are in the upper right corner. Click **My Programs** and then select the webcast that you would like to view and click “Launch Program”.
- A new window will open with important information about receiving credit for this program, including **how to verify your attendance by clicking the randomly appearing time stamp during the program**. You are not required to click the time stamp during breaks when viewing a Webcast.
- Click “Continue on to the Program”.

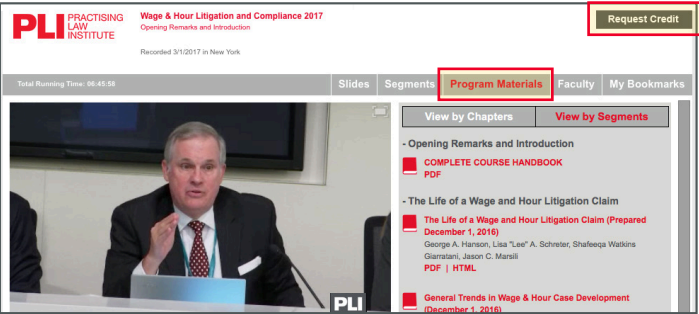


Time Stamp



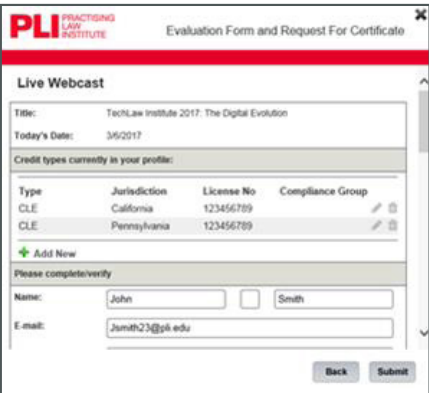
Download Program Materials

- Program materials are available online several hours prior to the start of a Webcast.
- To access course materials, click “Program Materials” in the upper right corner of the Webcast screen.
- All related program materials will be available to download and/or print. You will have access for one year from the program date.



Education Credits

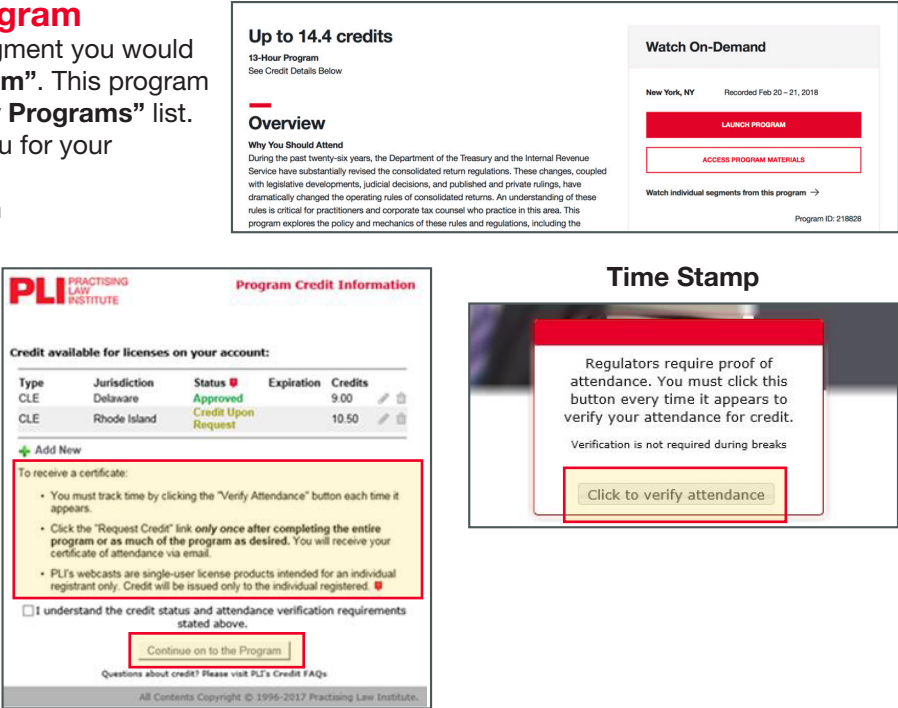
After the Live Webcast, click “Request Credit” in the upper right corner of the screen to receive your Certificate of Attendance. This will be emailed to you from **PLIcredits@pli.edu** within 24-48 hours. Be sure to indicate the type of credit you are seeking.



On-Demand Web Programs

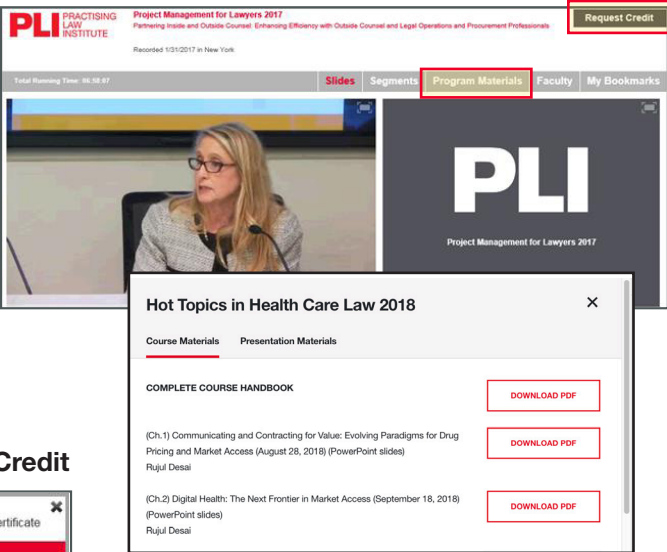
View an On-Demand Web Program

- Select the title of a Web Program or segment you would like to watch and click “Launch Program”. This program will be automatically added to your “My Programs” list.
- A new window will open and prompt you for your media player preference.
- Carefully read the important information about receiving credit and attendance, and verify that you understand the requirements. Then click “Continue on the Program” to view the program. The time stamp will appear randomly during the program to verify your attendance.
- A time stamp will appear randomly during the program to verify your attendance. It may be accompanied by an audible chime. You must click this button each time it appears.



Download Program Materials:

- Click “Program Materials” in the upper menu of the program screen. (If currently watching an On-Demand Web Program)
- You can access the Program Materials prior to launching the Program by clicking “Access Program Materials” on the Web Program description page.
- All related course materials will be available to download and/or print.



Education Credits:

After viewing the program, click “Request Credit” in the upper right corner of the screen to receive your Certificate of Attendance. This will be emailed to you from **PLIcredits@pli.edu** within 24-48 hours. Be sure to indicate the type of credit you are seeking.

Complete Form to Receive Credit

PLI PRACTISING LAW INSTITUTE Evaluation Form and Request For Certificate

On Demand Web Program

Title: Project Management for Lawyers 2017
Today's Date: 3/5/2017

Credit types currently in your profile:

Type	Jurisdiction	License No	Compliance Group
CLE	California	123456789	
CLE	Pennsylvania	123456789	

+ Add New

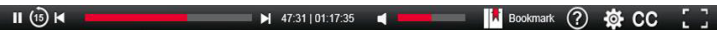
Please complete/verify

Name: John Smith
E-mail: jsmith23@pli.edu

Back Submit

Controls for On-Demand Web

Pause, stop, rewind, bookmark and full screen mode are located at the bottom of the screen.



Viewing Program Segments

Viewing Program Segments

You can view individual segments of a program and earn credit for viewing that segment.

- Click on “Watch individual segments from the program”
- You’ll see a listing of each segment.
- Click the encircled triangle to view the segment. You will need to verify that you understand the program credit information before proceeding to the segment.

Up to 7.2 credits

6-Hour Program
See Credit Details Below

Overview

Why You Should Attend

Join our expert faculty of health care practitioners, in-house counsel, government regulators, and prosecutors as we examine the current state of health care law. This program will cover the broad range of issues confronting the health care industry: payment reforms; structuring of compliant financial and other relationships; federal and state enforcement of health care fraud and abuse laws. The program also will cover the future of health care under the current administration.

What You Will Learn

Watch On-Demand

New York, NY Recorded Dec 12, 2018

LAUNCH PROGRAM

ACCESS PROGRAM MATERIALS

Watch individual segments from this program →

Program ID: 220452

Program Segments

Developments in Drug Pricing – The Blueprint and Changing Landscape for PBMs, Hospitals and Physicians

0:57:00

View Segment Details

Hospital and Physician Payment Systems – The 2019 Horizon

1:00:21

View Segment Details

What's New in Electronic Medical Records Management and Telehealth?

1:02:57

View Segment Details

Enforcement Trends in Health Care Law -- Overview and Lessons Learned in 2018

1:01:41

View Segment Details

Developments in Drug Pricing – The Blueprint and Changing Landscape for PBMs, Hospitals and Physicians

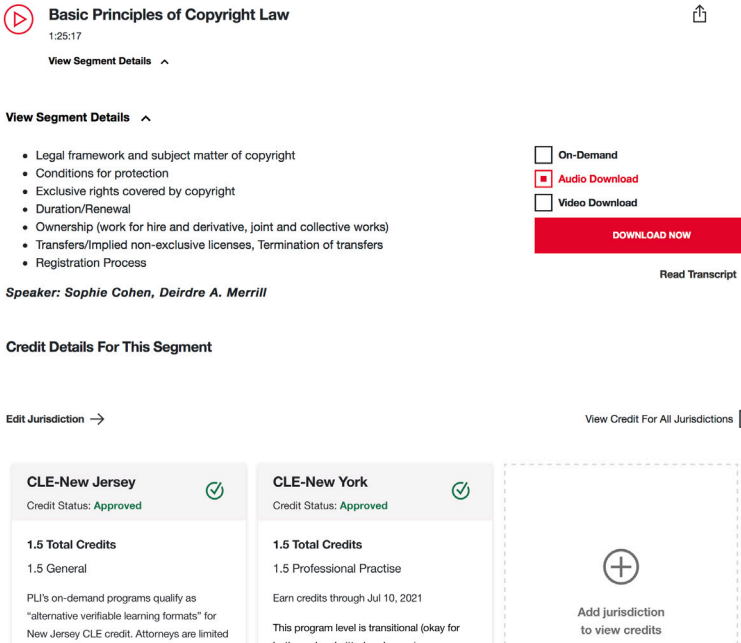
0:57:00

View Segment Details

Download Audio or Video Files

- You can download audio and video files for previously recorded programs and segments for later use.
- Download and save to multiple media devices
- Earn CLE credit anytime and anywhere.

1. Verify that credit is approved for your jurisdiction.
2. Click the program or segment that you would like to download.
3. Click “View Segment Details” to see information about the segment
4. Select “Audio Download” or “Video Download” (this will open a separate window)
5. Click “Download” to open the player window and follow the instructions to download.



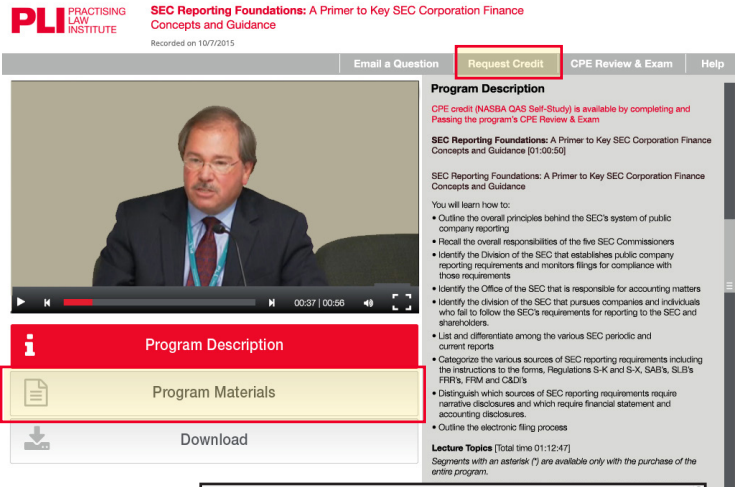
Download Program Materials

1. Click “Access Materials”
2. Select “Slides/Other Materials”
3. Choose the material that you’d like to view and click “Download PDF”

CLE Authorization Code

Note that an Authorization Code will be required when you submit for CLE credit. The Authorization Code will be announced during the program. Take note of this code as you will need it to verify your participation.

NOTE: To request credit you need to log back in to www.pli.edu and go to “My Programs” and “Launch Program”, then click “Request Credit”.



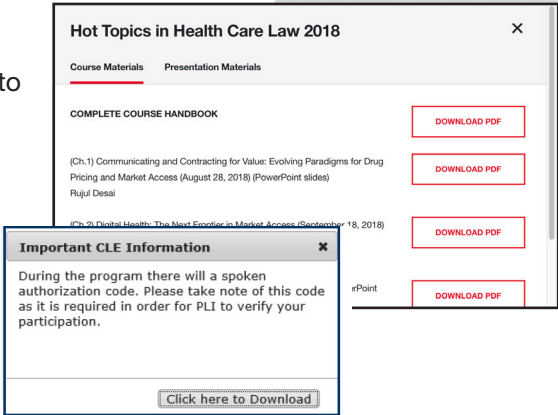
Request Credit

You can request credit once you’ve completed viewing or listening to the program or segment.

1. To request credit click on “Request Credit” in the menu
2. Complete or verify your credit type, contact information, authorization code (required) and CLE evaluation (required).
3. Affirm your participation
4. Click Submit
5. Your CLE Certificate will be emailed to you within 24-48 hours.

View Course Handbook

1. Click “Access Materials”
2. Select the material you would like to view and click “Read” and a new window will open your Course Handbook on **PLI PLUS**
3. Review the material in PLI PLUS or click the PDF icon to download a PDF



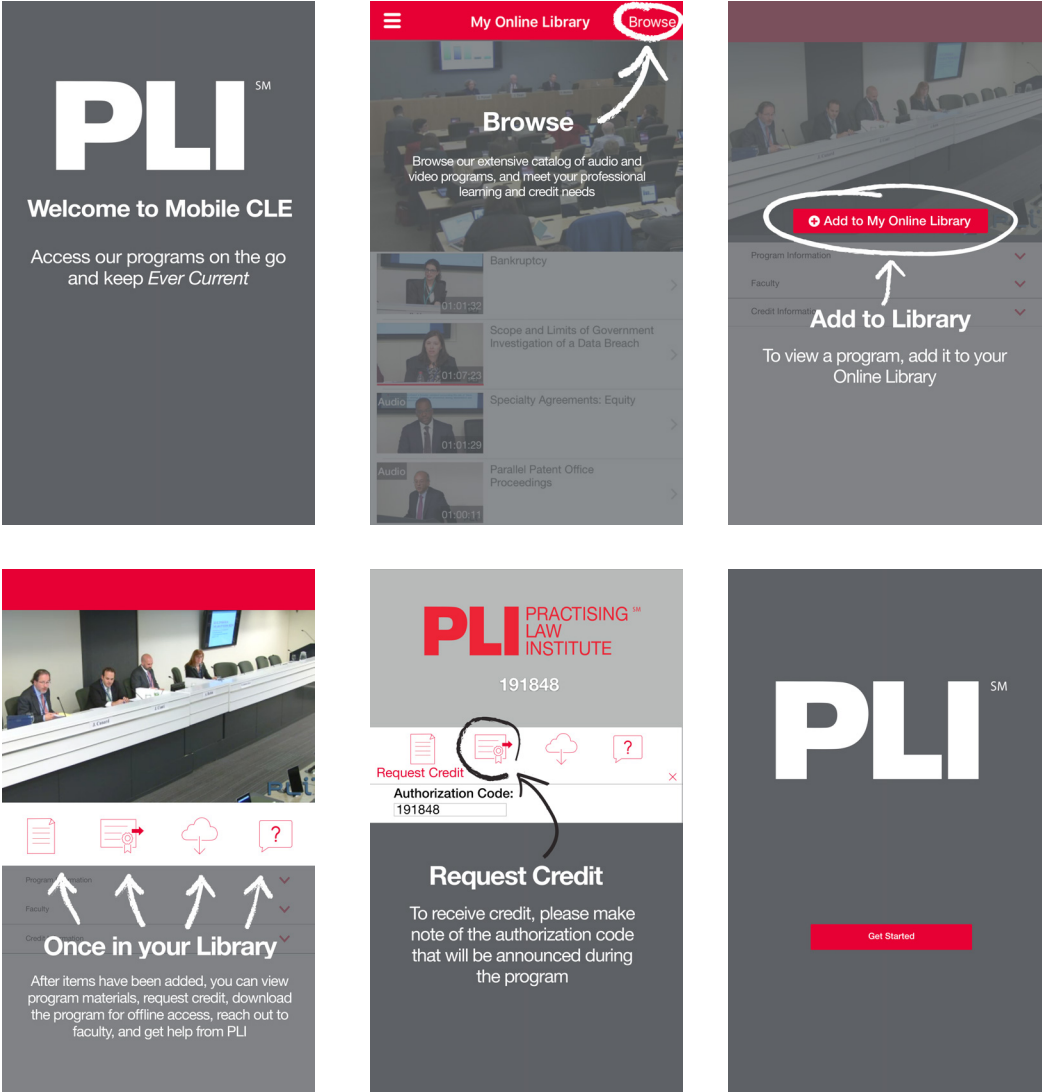
Available for iPhones and iPads running a minimum of iOS 10.0.

Download our easy-to-use app and access PLI’s robust catalog of programs anytime, anywhere.

- **Download** content for **offline viewing**
- Review **program details**
- Easily find out if programs are **approved for credit** in your jurisdiction(s)
- Request CLE and other types of professional **credit** in every state that is approved for audio and video learning
- Review accompanying **course handbook** and **presentation materials**
- **Your progress is saved** automatically when closing the app
- Watch programs in **portrait** or **landscape** mode
- **Communicate** directly with PLI to suggest new features or ask questions

*Audio and video content within the app will be in MP3 and MP4 format only. To access Live Webcasts and Streaming Web Segments, please visit www.pli.edu.

Download the app from the iTunes App Store. Open the app and you will be taken through a brief tutorial.



PLI Mobile App for iPad & iPhone (continued)

Click Get Started and log in using your business email and PLI password.



Note: If you are logging into PLI for the first time, or if you forgot your password, go to www.pli.edu and reset your password.



Business Email

Password

[Forgot Password?](#)

☒ Keep me logged in

LOG IN

CREATE ACCOUNT

If you need help, call 800.260.4754 or email info@pli.edu.

Equal access is important to PLI. Accessibility features are supported.