

**Claim Your *LIFT-ECHO* CE Credit in ASPEN's eLearning Center**  
<https://nutritioncare.org/elearning>

**\*\*All CE Credit Must Be Claimed Within 30 Days of Each *LIFT-ECHO* Clinic, No Exceptions\*\***

**CONFERENCE EVALUATION AND CLAIMING CE CREDIT INSTRUCTIONS**

1. Log into the ASPEN eLearning Center at <https://nutritioncare.org/elearning>
  - a. \*IMPORTANT NOTE: DO NOT LOG IN TO YOUR ACCOUNT FROM THE MAIN ASPEN WEBSITE! You must log in through the eLearning Center using the link above.
2. Click on the **"My Account"** button at the top of the screen.
3. Click on the **"Redeem Access Code"** tab and select "Click here to redeem it".
4. Enter the *LIFT-ECHO* access code of 19LIFTECHO20 and click on "redeem code"
  - a. If you have previously participated in a *LIFT-ECHO* clinic and redeemed the access code, then when in the "My Account" area, proceed to **"Live Events"** and proceed to access *LIFT-ECHO*.
5. Click **"Evaluations"** in the menu box on the left side of screen.
6. Click **"Take Evaluation"** under the appropriate *LIFT-ECHO* title and date of the clinic in which you participated.
7. Complete the evaluation for each *LIFT-ECHO* clinic you attend and click **Submit**. Make sure you fill in the evaluation completely as the contact hours are not earned until the entire evaluation is completed

**To Access CE Transcript**

1. Click on the **"My Account"** button at the top of the screen.
2. Click **"CE Transcript"** from the menu box on the left side of the screen.
3. Click on the **Event Title** to view your CE credit.
4. Click **"Print Transcript"** under the webinar title to print a copy of your CE transcript.  
\*Your CE transcript will be saved in your eLearning Center account.

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If you have any difficulty accessing and completing the online evaluation and/or obtaining your CE certificate, please contact ASPEN directly: [aspens@nutritioncare.org](mailto:aspens@nutritioncare.org).