

## How To Find Your Online Program

Once you are signed into your online account,

The screenshot shows the OBA/CLE website interface. At the top, there is a navigation bar with 'Home', 'Members', 'Public', and 'About'. Below this is the OBA/CLE logo and 'continuing legal education'. A search bar is present with a 'Go' button and an 'Advanced Search' link. A user greeting 'Hello, Mark My Account' and a 'Cart' icon with '0' items are visible.

The main content area is titled 'My Products' and includes tabs for 'My Receipts', 'My Profile', and 'My Email Preferences'. A 'Sort By' dropdown menu is set to 'Default (Future Live Dates, then Purchase Date Newest to Oldest)'. On the left, there are several filter sections:

- Refine your results**: Includes a refresh button.
- Display Purchases From**: Set to 'Last 365 Days'.
- Start Date**: 11/06/2019
- End Date**: 11/05/2020
- Delivery Type**: Includes 'All Deliveries', 'Webcast', and 'External Meeting'.
- Completion Status**: Includes 'All Statuses', 'Other', and 'Pending'.

The main list of products is as follows:

Item	Event Title	Delivery Type	Event Date
1	11-10-2020 @ 1:30 pm - Tales from the Trenches	Webcast	Nov 10, 2020
2	11-11-2020 @ 09:00 am - A Resilient Mindset: Coming Back Stronger After a Global Crisis	Webcast	Nov 11, 2020
3	11-11-2020 @ 2:00 pm - Five Things Every Lawyer Needs to Know About Burning Out and Bouncing Back	Webcast	Nov 11, 2020
4	11-11-2020 @ 3:00 pm - The Client-Centered Law Firm: How to Succeed in an Experience-Driven World (Sponsored by CLIO)	Webcast	Nov 11, 2020

For the first item, a detailed view is shown, including a 'Play' button, 'Download Materials', 'Get Certificate', 'Purchased: Nov 04, 2020', 'Expires: Dec 01, 2020 12:01 AM (Central Time)', 'Event Date: Nov 10, 2020 1:30 PM - 2:20 PM (Central Time)', 'Credit(s): 1 Total Credit Hour; 1 of which can be used towards Ethics', and buttons for 'Receipt' and 'Add to Calendar'.

You can sort your programs a number of different ways:

Event Date

Purchase Date

Title

Once you sort your programs, all you need to do is scroll down the list until they find the program you would like to view:

All Statuses					
Other					
Pending					
3		11-11-2020 @ 2:00 pm - Five Things Every Lawyer Needs to Know About Burning Out and Bouncing Back	Delivery Type: Webcast	Event Date: Nov 11, 2020	
4		11-11-2020 @ 3:00 pm - The Client-Centered Law Firm: How to Succeed in an Experience-Driven World (Sponsored by CLIO)	Delivery Type: Webcast	Event Date: Nov 11, 2020	
5		11-12-2020 @ 09:00 am - COVID and the HIPAA Privacy Rule	Delivery Type: Webcast	Event Date: Nov 12, 2020	
6		11-12-2020 @ 10:00 am - Employment Law in Pandemic Times: Leave, return to work, testing, remote work and OSHA issues	Delivery Type: Webcast	Event Date: Nov 12, 2020	
7		11-12-2020 @ 1:00 pm - COVID 19 Housing Issues for Lenders: Foreclosures, Replevins, Evictions, and Bankruptcy	Delivery Type: Webcast	Event Date: Nov 12, 2020	
8		11-12-2020 @ 3:00 pm - What I Wish I'd Learned in Law School: Running the Ethical Office in the 21st Century. Speaker is Claude Ducloux. (Sponsored by LawPay)	Delivery Type: Webcast	Event Date: Nov 12, 2020	
9		11-13-2020 @ 2:00 pm - Everything a Law Firm Should Know About Microsoft 365	Delivery Type: Webcast	Event Date: Nov 13, 2020	
10		11-13-2020 @ 3:00 pm - Free Online Client Development (Google My Business, Social Networking, and Communities)	Delivery Type: Webcast	Event Date: Nov 13, 2020	
11		11-11-2020 @ 4:00 pm - Tapping into the Wisdom of the Body to Optimize Your Life	Delivery Type: External Meeting	Purchase Date: Nov 04, 2020	PENDING
12		11-06-2020 @ 9:30 am - Business and Corporate Law Test Run	Delivery Type: External Meeting	Purchase Date: Nov 03, 2020	PENDING

Once you find the program you would like to view, click on the title, you will now see additional information:

6		11-12-2020 @ 10:00 am - Employment Law in Pandemic Times: Leave, return to work, testing, remote work and OSHA issues	Delivery Type: Webcast	Event Date: Nov 12, 2020	
		<p>Purchased: Nov 04, 2020  Expires: Dec 01, 2020 12:01 AM (Central Time)  Event Date: Nov 12, 2020 10:00 AM - 10:50 AM (Central Time)  Credit(s): 1 Total Credit Hour</p>	<a href="#">Receipt</a> <a href="#">Add to Calendar</a>		
		<a href="#">Play</a> <a href="#">Download Materials</a> <a href="#">Get Certificate</a>	<input type="text" value="+ Description"/>		
7		11-12-2020 @ 1:00 pm - COVID 19 Housing Issues for Lenders: Foreclosures, Replevins, Evictions, and Bankruptcy	Delivery Type: Webcast	Event Date: Nov 12, 2020	

Once you find the program you would like to view, click on the “Green Play” button

6 ▾	 <b>11-12-2020 @ 10:00 am - Employment</b> Law in Pandemic Times: Leave, return to work, testing, remote work and OSHA issues	Delivery Type: Webcast	Event Date: Nov 12, 2020
	Purchased: Nov 04, 2020 Expires: <b>Dec 01, 2020 12:01 AM (Central Time)</b> Event Date: <b>Nov 12, 2020 10:00 AM - 10:50 AM (Central Time)</b> Credit(s): 1 Total Credit Hour	 Receipt	 Add to Calendar
 Download Materials	<input type="text" value="+ Description"/>		
 Get Certificate			
7 ▸	 <b>11-12-2020 @ 1:00 pm - COVID 19</b> Housing Issues for Lenders: Foreclosures, Replevins, Evictions, and Bankruptcy	Delivery Type: Webcast	Event Date: Nov 12, 2020