

ONLINE LECTURE REGISTRATION PROCEDURES

These instructions are for existing Compliance Assurance Associates, Inc. (CAA) clients that want to register for both the field session AND an online lecture session. If you are a new client and/or need ONLY a lecture session, please call the registrar at 901-381-9960.

LOGIN INTO YOUR CAA CLIENT ACCOUNT TO ENROLL

<https://compliance-assurance.com/login.php>

The screenshot shows the website header with the logo and navigation menu. The main content area is titled 'Current Enrollments' and features a section for 'ACCOUNT MANAGEMENT LINKS'. The 'Enroll' link is circled in red. Below the links, there is a 'Downloadable Enrollment Form' section with a description. A table titled 'PAID Future Enrollments (ordered by date)' is shown, but it is empty, with a note stating 'No PAID enrollments for upcoming sessions.'

Click on the ENROLL link, above.

The screenshot shows the 'ENROLLMENT - STEP-1: Select Smoke-School Training Sessions' page. It includes a navigation menu and a 'Downloadable Enrollment Form' section. The main content area has a blue header with the title. Below the title, there is a text instruction: 'Please make your selections and then click on the "Continue to Step-2" button below.' A form is displayed with a dropdown menu for 'Smoke School Session Choices' and radio buttons for 'Lecture' (L), 'Field' (F), 'Both' (B), and 'None' (N). The 'Both' (B) radio button is circled in red. The 'Lecture Type' section is set to 'Online vs In-person'.

Select a smoke school session from the drop down, then select "B" – for both field and lecture.

ACCOUNT MANAGEMENT LINKS

Enroll » Current Enrollments » Private Schools » Manage Employees » Edit Acct Info » Tools »

Downloadable Enrollment Form »

You may use this form to fax or email your registration.

ENROLLMENT - STEP-1: Select Smoke-School Training Sessions

Please make your selections and then click on the "Continue to Step-2" button below.

Employee	Smoke School Session Choices	Lecture	Field	Both	None	Lecture Type: Online vs In-person
Eberle, Arthur	05/28/2020 - Savannah GA (offering Field a	<input type="radio"/> L	<input type="radio"/> F	<input checked="" type="radio"/> B	<input type="radio"/> N	<input checked="" type="radio"/> Online <input type="radio"/> In-person
Koenig, Steven_test	Select a Smoke School Session	<input type="radio"/> L	<input type="radio"/> F	<input type="radio"/> B	<input type="radio"/> N	
McTester, Test	Select a Smoke School Session	<input type="radio"/> L	<input type="radio"/> F	<input type="radio"/> B	<input type="radio"/> N	
Mctester, Test1	Select a Smoke School Session	<input type="radio"/> L	<input type="radio"/> F	<input type="radio"/> B	<input type="radio"/> N	
Mctester, Test2	Select a Smoke School Session	<input type="radio"/> L	<input type="radio"/> F	<input type="radio"/> B	<input type="radio"/> N	

Choose an Online-Lecture

- 05/08/2020 07:00 am
- 05/11/2020 07:30 am

Upon selection of the smoke school and hitting the "B" radio button, the available online lecture sessions will appear. Select the one you are interested in.

Instructions for the online lecture session will be sent in an email approximately one week before the session is scheduled.

If you have any questions, please call 901-381-9960.