Getting Started With the APTA Learning Center
for PT CPI Course Participants

The instructions can also be viewed online via this password protected URL: www.apta.org/ptcpievaluation
password: **ptcpiweb08** (that's web"zero"8)

APTA Members/Current APTA Customers

1. **Login to www.apta.org**
   - Enter your username and password and select "click here to continue:" (http://www.apta.org/login)
   - Under http://www.apta.org/myAPTA make note of the email address associated with your apta.org account you will need to use the same address to verify your training completion in PT CPI Web.

2. **Set up your computer**
   - Enable pop-ups for **http://www.apta.org** and **http://learningcenter.apta.org**. (Make sure pop-ups are enabled both in your Internet browser and in your Google/Yahoo/AOL toolbar, if installed. Learn how: http://learningcenter.apta.org/oht.aspx#q1).

3. **"Purchase" the free PT CPI online course**
   - Access the PT CPI online course: http://learningcenter.apta.org/ptcpi_aptalearningcenter.aspx in the APTA Learning Center, then "purchase" the free course through the online shopping cart.

4. **Take the PT CPI online course**
   - After purchasing the course, go to My Courses http://learningcenter.apta.org/My_Courses.aspx within the APTA Learning Center.

5. **Print CEU certificate**
   - Claim credit and print your 0.2 CEU certificate through My Courses http://learningcenter.apta.org/My_Courses.aspx at the APTA Learning Center.

6. **Access the PT CPI Web site**
   - To access PT CPI Web 2.0, please click: https://cpi2.amsapps.com.

     The academic program with whom you affiliate can provide you with your username (the email address provided to them). If you do not have a password, you will need to use the 'I forgot or do not have a password' link to establish a password. The password to login to PT CPI Web 2.0 is NOT the same as the password used to login to the PT CPI online training.

New Customers

1. **Create an account at www.apta.org**
   - Register at **apta.org**: http://www.apta.org/login. Complete the required information and write down your username and password.
   - Please make a note of the e-mail address that you use when completing this registration information as you will need to use the same email address to verify your training completion in PT CPI Web.

2. **Set up your computer**
   - Enable pop-ups for **http://www.apta.org** and **http://learningcenter.apta.org**. (Make sure pop-ups are enabled both in your Internet browser and in your Google/Yahoo/AOL toolbar, if installed. Learn how: http://learningcenter.apta.org/oht.aspx#q1).

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