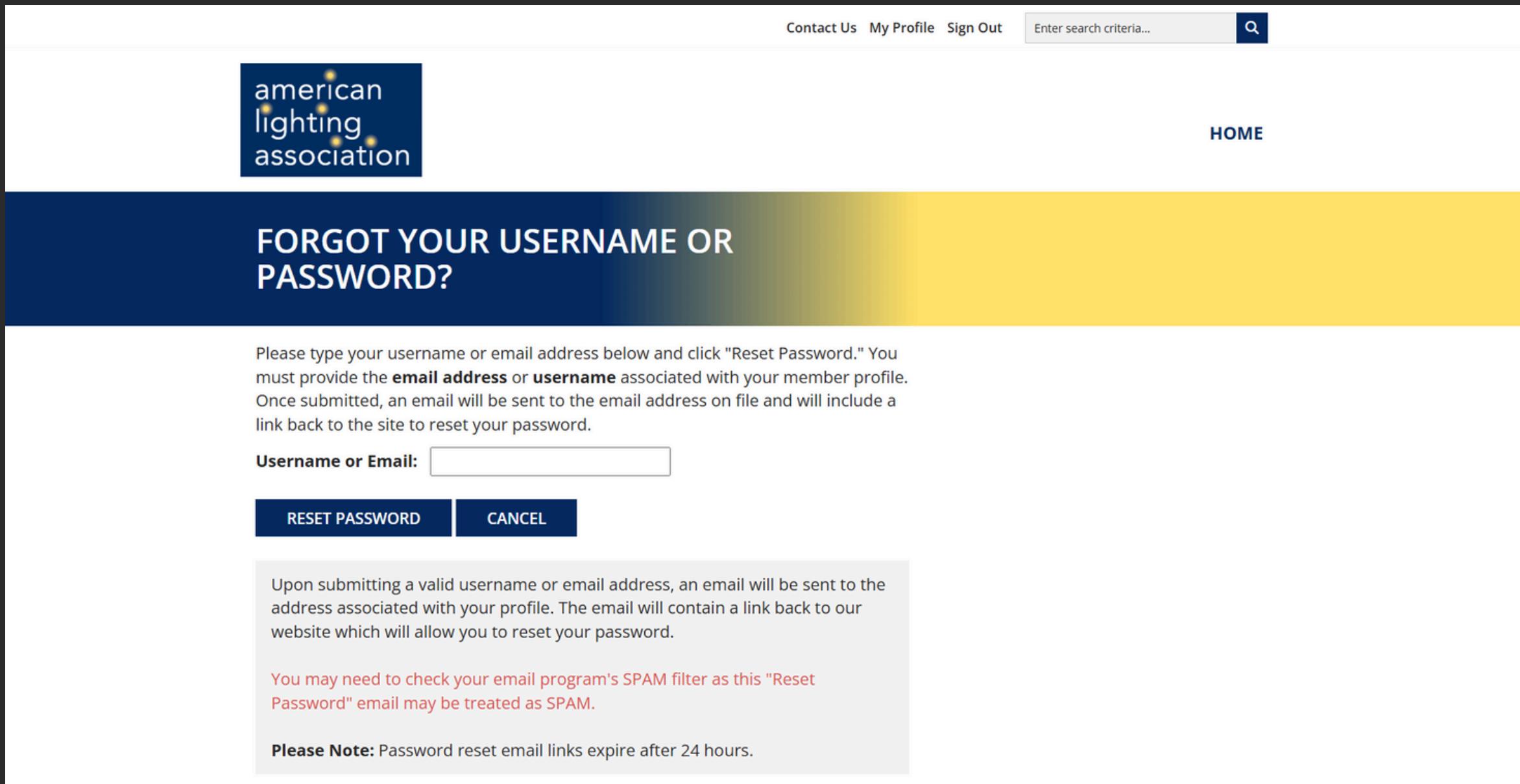


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HOW TO USE YOUR NEW LEARNING PORTAL

If this is your first time accessing ALA's new e-learning platform
you will need to reset your password.

Enter the username or email you have been using to access ALA's e-learning.
Then, click "Reset Password" to receive a password reset link.



The screenshot shows the ALA website's password reset page. At the top, there is a navigation bar with links for "Contact Us", "My Profile", and "Sign Out". A search bar is also present. The ALA logo is on the left, and a "HOME" link is on the right. The main content area has a blue-to-yellow gradient background. The heading "FORGOT YOUR USERNAME OR PASSWORD?" is displayed. Below the heading, a text box contains instructions: "Please type your username or email address below and click "Reset Password." You must provide the **email address** or **username** associated with your member profile. Once submitted, an email will be sent to the email address on file and will include a link back to the site to reset your password." There is a text input field labeled "Username or Email:" and two buttons: "RESET PASSWORD" and "CANCEL". A note at the bottom of the page states: "Upon submitting a valid username or email address, an email will be sent to the address associated with your profile. The email will contain a link back to our website which will allow you to reset your password." It also includes a note about SPAM filters and a "Please Note" section about password reset link expiration.

Contact Us My Profile Sign Out

Enter search criteria...

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HOME

**FORGOT YOUR USERNAME OR
PASSWORD?**

Please type your username or email address below and click "Reset Password." You must provide the **email address** or **username** associated with your member profile. Once submitted, an email will be sent to the email address on file and will include a link back to the site to reset your password.

Username or Email:

RESET PASSWORD **CANCEL**

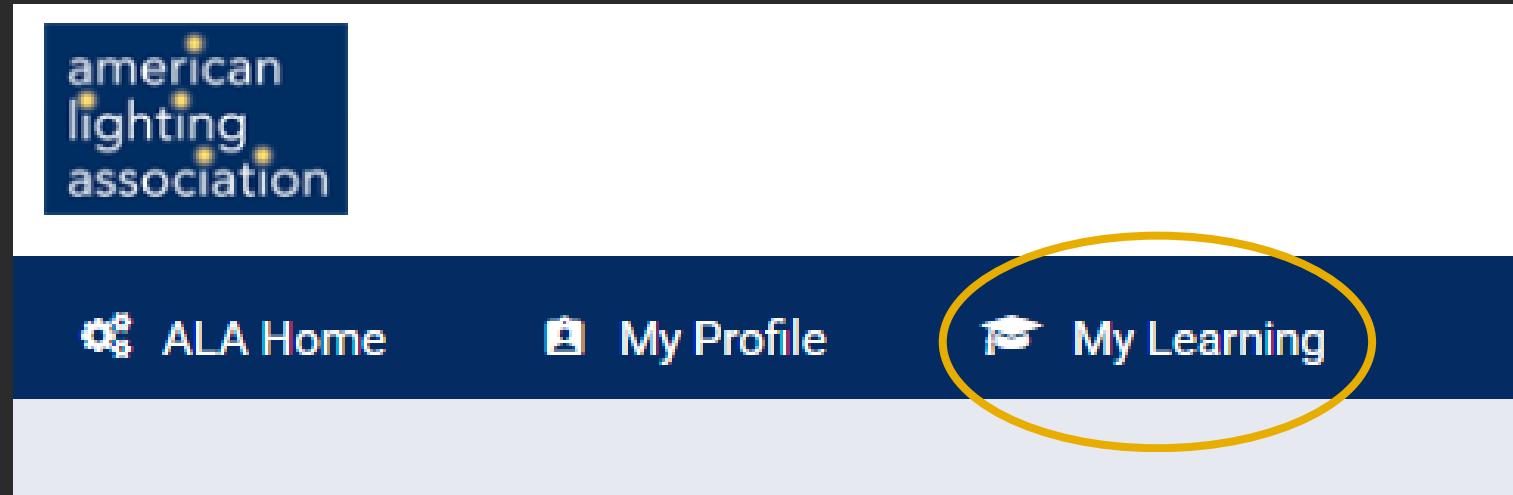
Upon submitting a valid username or email address, an email will be sent to the address associated with your profile. The email will contain a link back to our website which will allow you to reset your password.

You may need to check your email program's SPAM filter as this "Reset Password" email may be treated as SPAM.

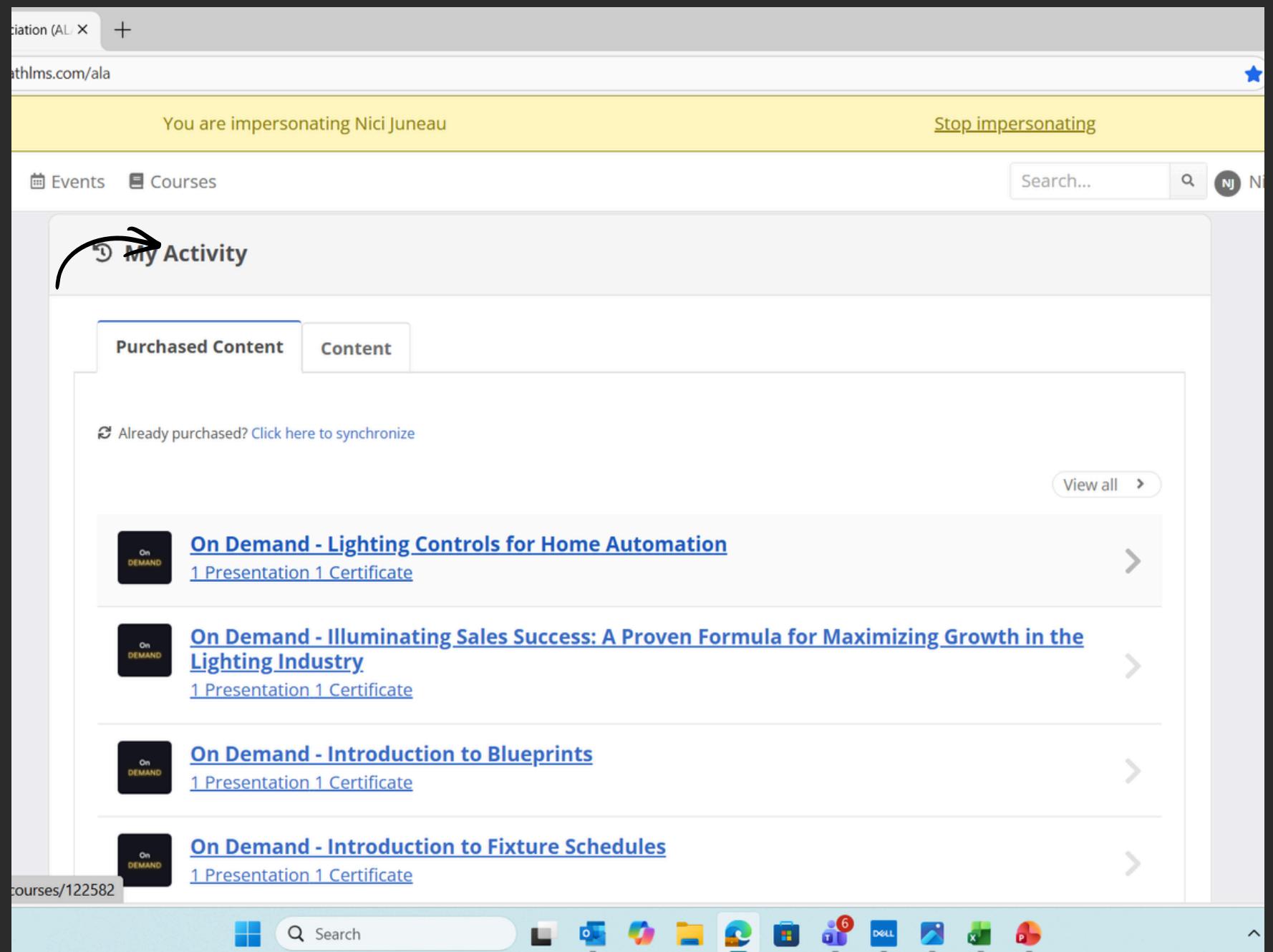
Please Note: Password reset email links expire after 24 hours.

After you reset your password, you will be able to log in to ALA's new member portal
Currently, only e-learning is live in the portal.

To access your courses, click "My Learning" at the top left of the screen.



Once in your e-learning account, your previously-purchased courses will appear under “Purchased Content.”

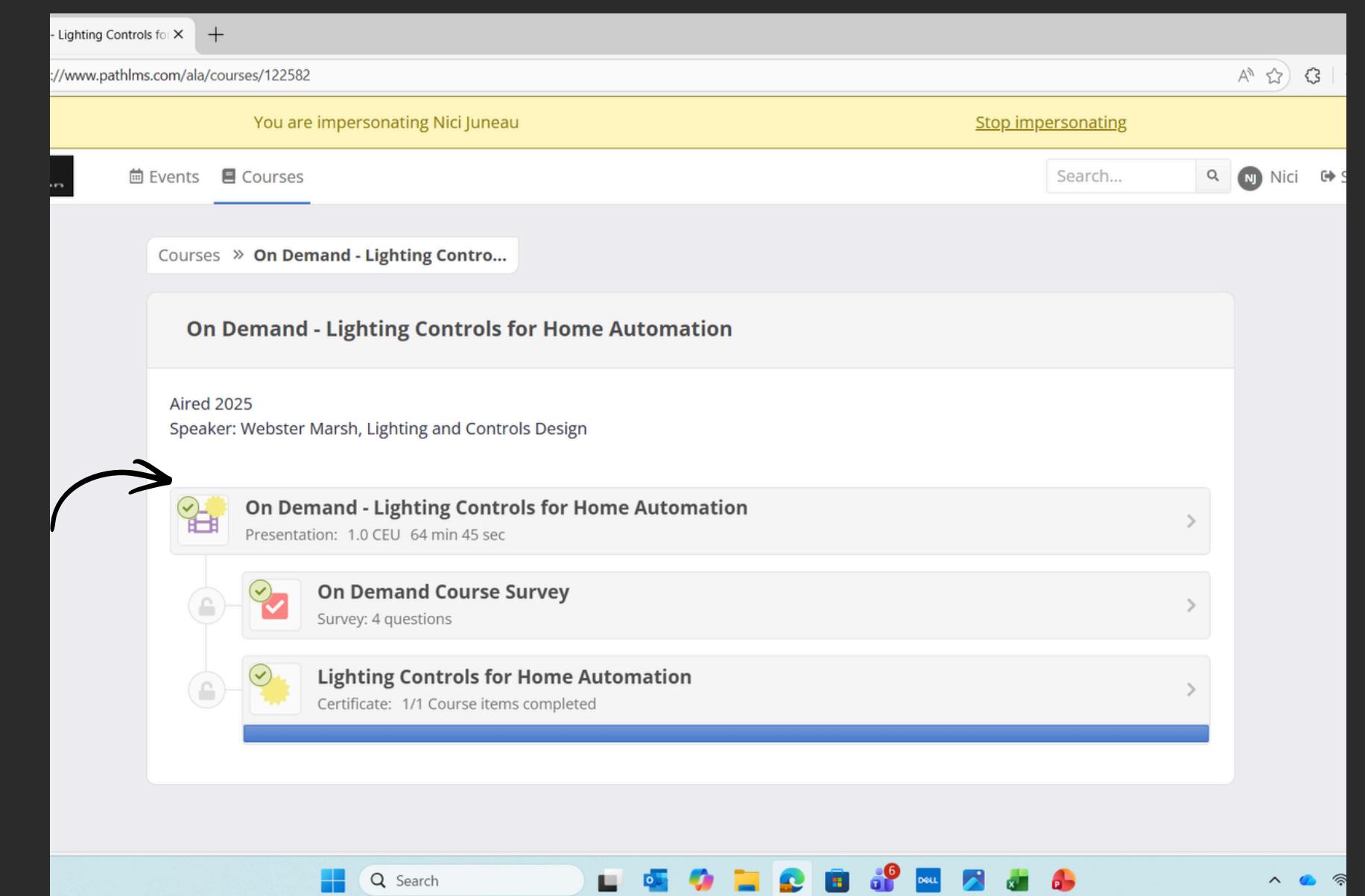


The screenshot shows the 'Purchased Content' section of the Pathlms platform. At the top, a yellow bar indicates 'You are impersonating Nici Juneau' with a 'Stop impersonating' link. Below this, the 'Events' and 'Courses' tabs are visible, with 'Courses' selected. A search bar and a user profile icon are also present. The main area displays a list of purchased courses under the 'My Activity' tab. Each course entry includes a thumbnail, the course title, and a link to 'View all' presentations and certificates. A red arrow points to the 'My Activity' tab.

Course Title	Presentations	Certificates
On Demand - Lighting Controls for Home Automation	1	1
On Demand - Illuminating Sales Success: A Proven Formula for Maximizing Growth in the Lighting Industry	1	1
On Demand - Introduction to Blueprints	1	1
On Demand - Introduction to Fixture Schedules	1	1

To begin, click on the class name to launch the course. Then, click the first box to start the course.

You will need to complete the first section to move on to the survey and certificate of credit

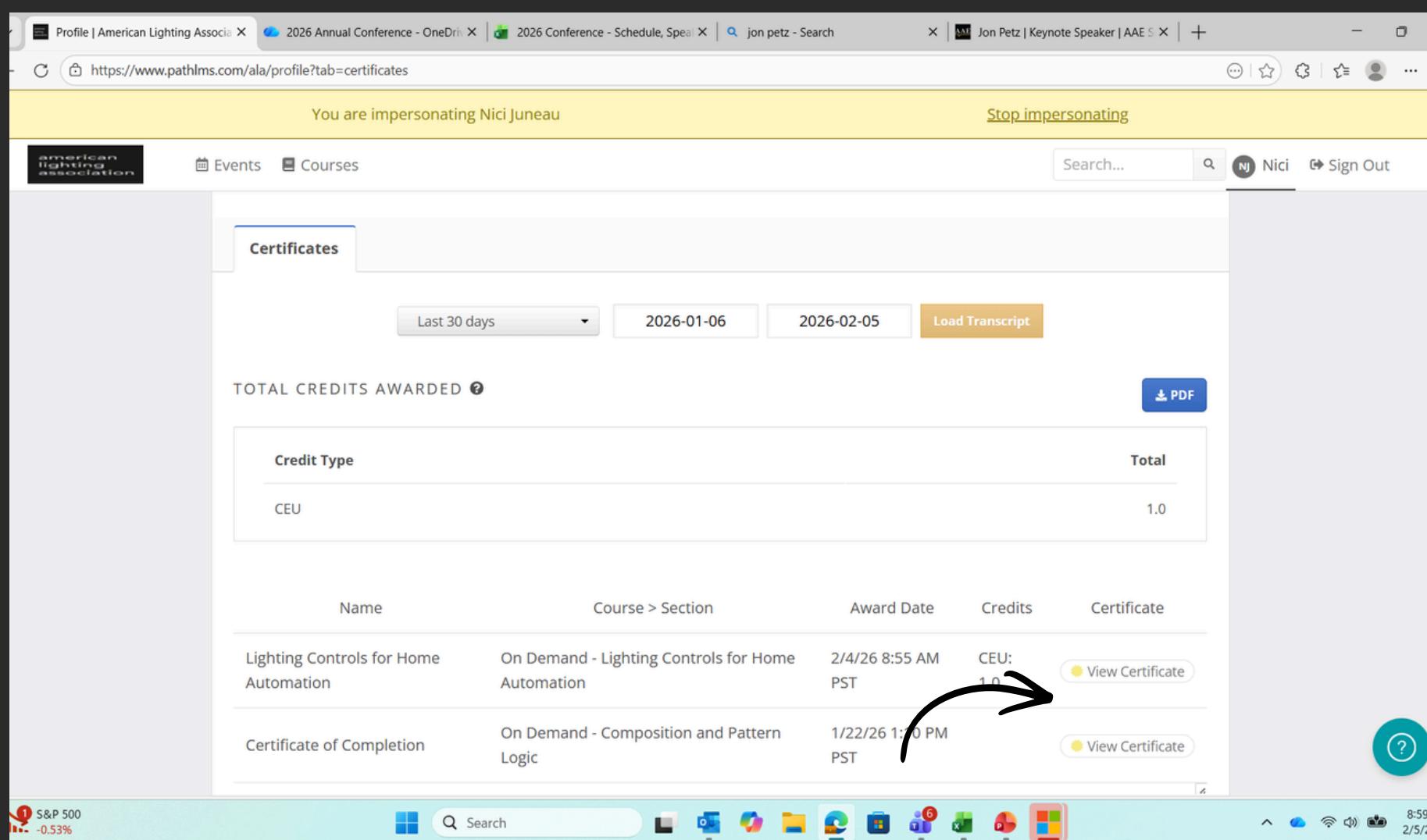


The screenshot shows the details for the 'On Demand - Lighting Controls for Home Automation' course. The top bar shows 'You are impersonating Nici Juneau' and a 'Stop impersonating' link. Below this, the 'Events' and 'Courses' tabs are visible, with 'Courses' selected. The course title 'On Demand - Lighting Controls for Home Automation' is displayed, along with the information 'Aired 2025' and 'Speaker: Webster Marsh, Lighting and Controls Design'. The course structure is shown with three main items: 'On Demand - Lighting Controls for Home Automation' (1.0 CEU, 64 min 45 sec), 'On Demand Course Survey' (Survey: 4 questions), and 'Lighting Controls for Home Automation' (Certificate: 1/1 Course items completed). A red arrow points to the first course item.

Item	Description	Completion Status
On Demand - Lighting Controls for Home Automation	Presentation: 1.0 CEU 64 min 45 sec	Completed
On Demand Course Survey	Survey: 4 questions	Completed
Lighting Controls for Home Automation	Certificate: 1/1 Course items completed	Completed

Once you complete the course, your certificate will be available under the “Course Certificate” tab.

CEUs will be tracked & Certificate Download will be available



You are impersonating Nici Juneau [Stop impersonating](#)

Events Courses [Sign Out](#)

Certificates

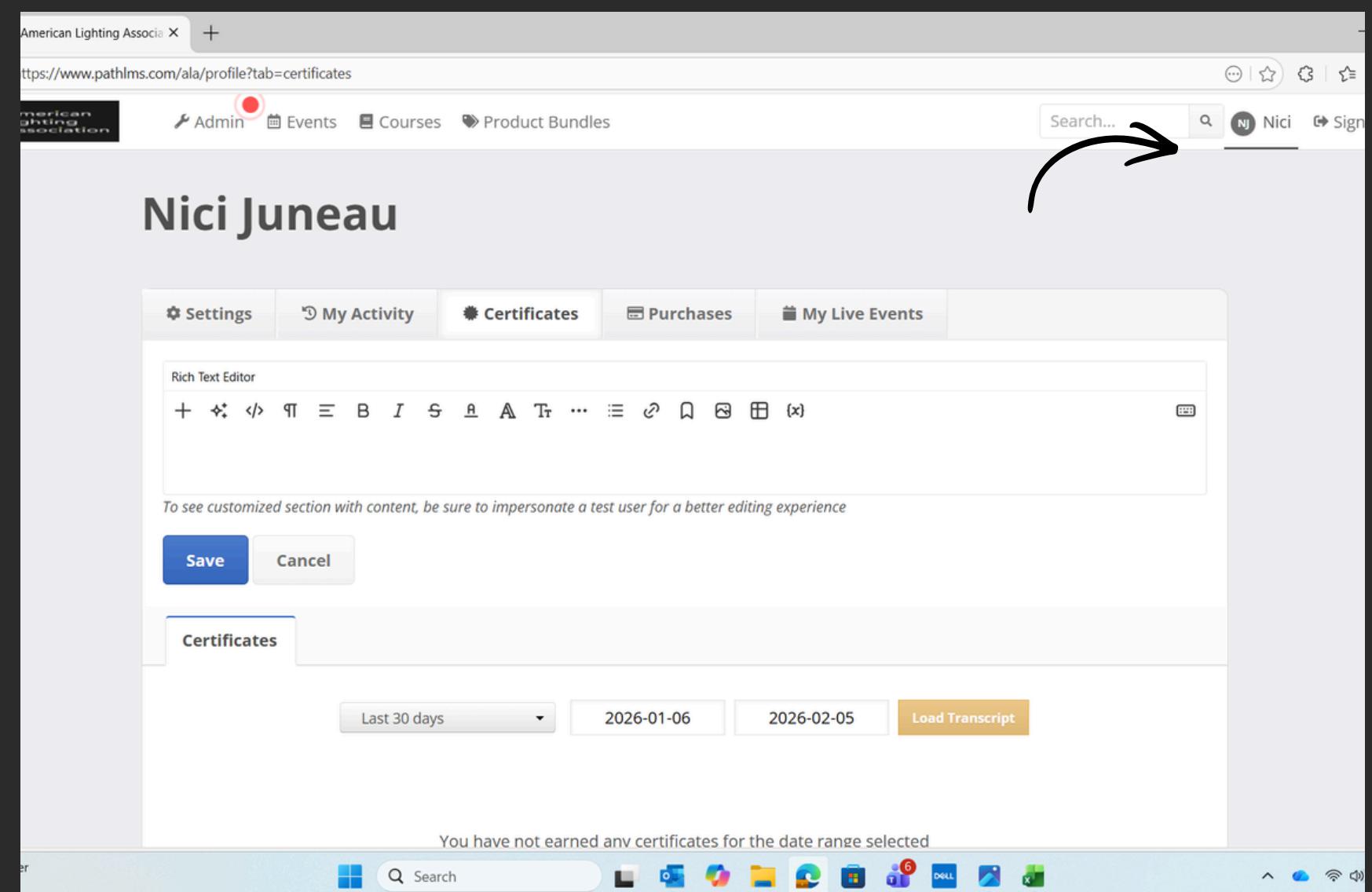
Last 30 days [2026-01-06](#) [2026-02-05](#) [Load Transcript](#)

TOTAL CREDITS AWARDED [?](#)

Credit Type	Total
CEU	1.0

Name	Course > Section	Award Date	Credits	Certificate
Lighting Controls for Home Automation	On Demand - Lighting Controls for Home Automation	2/4/26 8:55 AM PST	CEU: 1.0	View Certificate
Certificate of Completion	On Demand - Composition and Pattern Logic	1/22/26 1:00 PM PST		View Certificate

To access your Certificates/Past Purchases/Activity
Click on your name in top-right corner, then click the appropriate tab



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[Admin](#) Events Courses Product Bundles [Sign Out](#)

Nici Juneau

Settings My Activity Certificates Purchases My Live Events

Rich Text Editor

To see customized section with content, be sure to impersonate a test user for a better editing experience

[Save](#) [Cancel](#)

Certificates

Last 30 days [2026-01-06](#) [2026-02-05](#) [Load Transcript](#)

You have not earned any certificates for the date range selected

THANK YOU

For additional information on training, please contact:
Nici@ALALighting.com

For assistance accessing or setting up a training account, please contact:
Raelle@ALALighting.com

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