

LMS Instructions

TAPA is now using an online Learning Management System (LMS) to deliver conference content to our attendees. In the LMS, you will find speaker presentations, speaker evaluations, lecture questions, and your CME certificate. Follow these instructions below to access your account and earn your CME certificate.

1. Log onto the LMS system at tnpa.mclms.net. You can also navigate to the LMS from the front page of TAPA's website – www.tnpa.com – by clicking on the “**Online CME Catalog**” link under “**Quick Links**”. When you get to the LMS, you should see this screen on the right. Click on the “Login” link at the top right to log into your account.



2. To log in, enter the same username and password that you use to access TAPA's online system to renew your membership or register for a conference. If you need assistance remembering your username or resetting your password, contact the TAPA office at (615) 463-0026 or info@tnpa.com, or visit the Registration Desk.
3. Once you are logged into the system, you should see the “Login” link change to “My Account”. **If you do not see “My Account”, you are not logged in and you will not have access to any of the conference materials.** Logging into your account tells the system who you are, that you have registered for the conference, and have permission to view conference materials.

4. Once you are logged into the LMS, select the package that you need based upon your registration – either full or daily. If you registered for the full conference, you should select that option. If you only registered for one or more days, click on that option(s).



5. Once you are in the packages, you can view the table of contents and navigate to the different lectures. **The conference evaluation is mandatory – the system will not issue you your CME certificate if you do not complete it.**
6. Each lecture includes a speaker evaluation, which is optional but helpful for the CME Committee as they select future speakers.
7. Your CME certificate will be emailed to the email address you provided when you registered. You can also find your certificates in your LMS account by clicking on “My Account” and selecting “My Certificates”.
8. Conference attendees are advised to **complete all materials for the live lectures within a week after the conference ends.**

