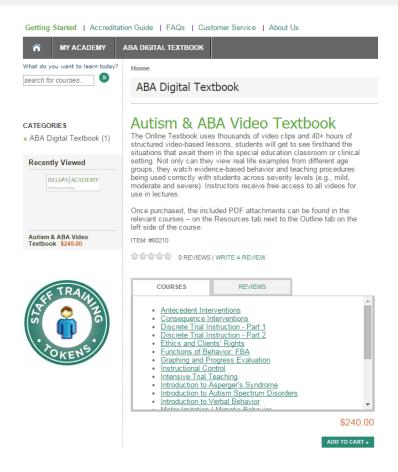
ABA Textbook Walkthrough

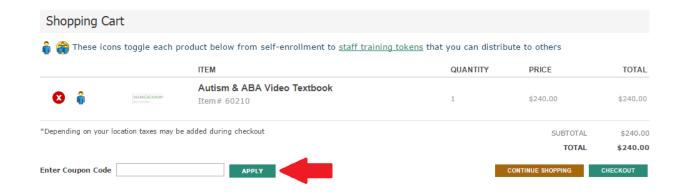
How to purchase, enroll in, and complete the ABA Digital Textbook by Relias Learning

The following instructions will help you, the ABA student, with your copy of the ABA Digital Textbook. Please read the full step-by-step walkthrough before contacting Relias Learning Support for issues you may be having with your textbook:

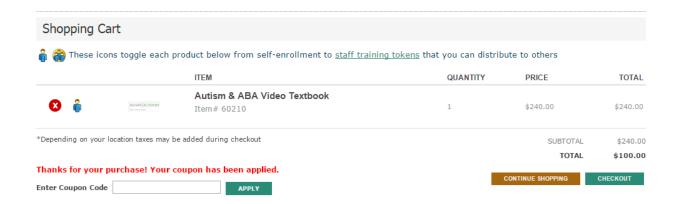
1. You should have received a web link and directions from your school professor or instructor. Click the link to view the ABA Digital Textbook page. Click Add to Cart.



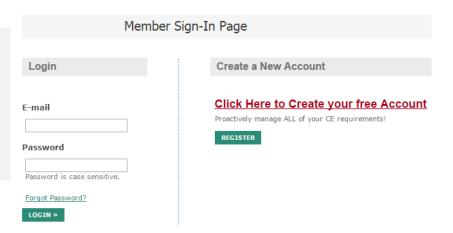
2. If your instructor quoted you a price less than \$240, then your coupon should have already been applied. If it was not, look for a Coupon Code in your instructor's directions. Enter the coupon code.



You should receive a coupon confirmation message. Click Checkout.



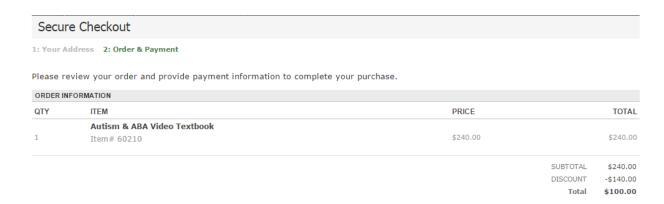
 The system will ask you to login or create an account. Please make sure the name and email address on the account matches your student records for ease of reporting to your instructor.



 You will then need to enter billing information to pay for the textbook. This can be different from the account information if someone is helping you pay for the textbook.



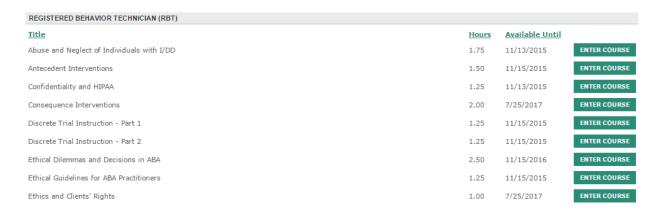
5. The Checkout screen allows you to confirm the details of the payment. Click Submit Order when you are ready to checkout.



6. You will receive an email order receipt upon a successful purchase. If you get an error during checkout, look to see if you got an email or if the course is in your account before trying to process again. To access your textbook, click on My Courses at the top of the page.



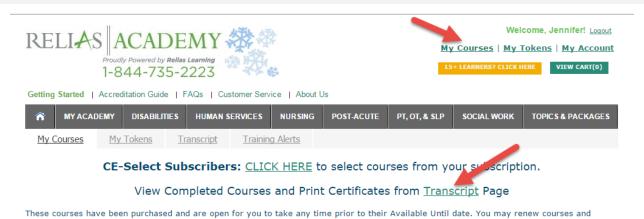
7. You will see a list of the courses in the textbook. To start the first course your instructor wants you to cover, just click Enter Course. This will launch the course in a new window (make sure pop-ups are enabled for this site).



Once you have completed your training, follow these steps to get your certificates of completion.

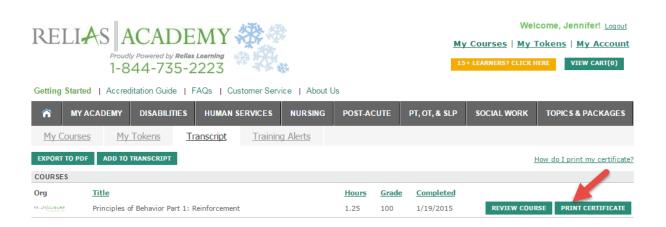
- 1. Login to Account
- 2. Click on My Courses
- 3. Click on Transcript

page.

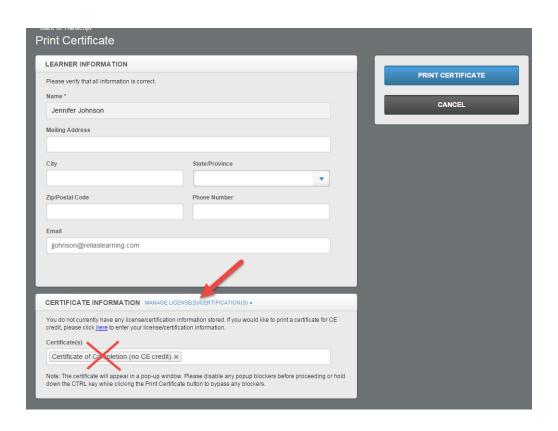


subscriptions at any time. Once a course has passed it's Available Until date, you may either renew the course or remove it from your profile. You may browse our extensive library of courses at any time if you would like to purchase additional courses. All purchases will appear on this

4. Click on Print Certificate

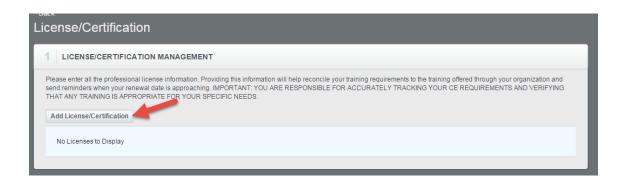


5. If this is your first time printing a certificate, do not print the generic Certificate of Completion (no CE credit) as this certificate will not show your grade. Click on Manage License(s)/Certification(s):

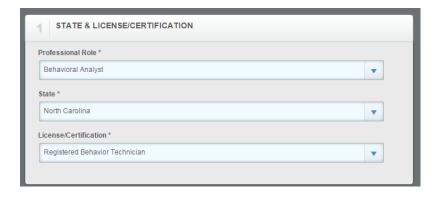




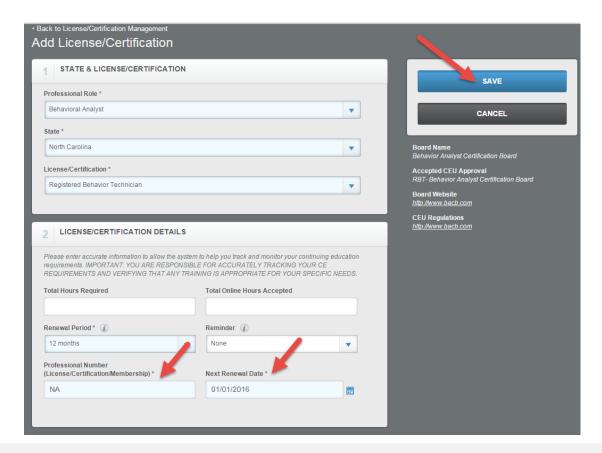
6. Click Add License/Certification



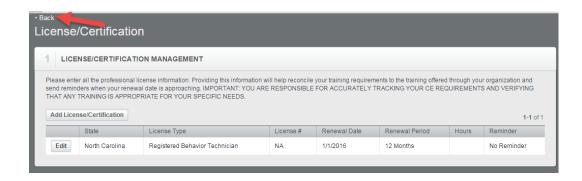
- 7. Complete Part 1: State & License/Certification
 - a. Select Professional Role "Behavioral Analyst"
 - b. Select your state
 - c. Select the License/Certification "Registered Behavior Technician"



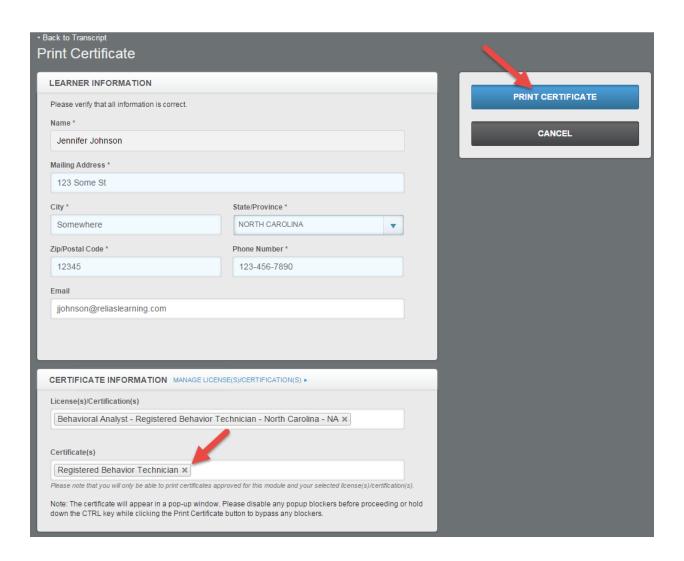
- 8. Complete Part 2: License/Certification Details
 - a. Enter "NA" or your Student ID # as your Professional Number
 - b. Enter any date for the Next Renewal Date
- 9. Click Save



10. Now that you've added your license, click Back



- 11. Fill in your demographic information (e.g., address)
- 12. Select the new certificate under Certificate(s) by clicking in the box and selecting Registered Behavior Technician from the drop-down menu
- 13. Click Print Certificate



14. Save or Print the certificate that opens in a new window





Emaly MCle

Certifies that on 1/19/2015

Jennifer Johnson

BACB Cert. No. NA ATS CE Prov. No. OP-10-2017 Dur/Cr: 1.25

completed the Principles of Behavior Part 1: Reinforcement (1.25 hrs) with 100% accuracy.

Emaley McCulloch, M.Ed., BCBA

The certificate attests to an individual's number of hours of completion of online training in the listed topics.

This certificate is not an endorsement or certification by ATS and/or the employing agencies.