BC-ABA | CEUHelper Web Check in and Check out
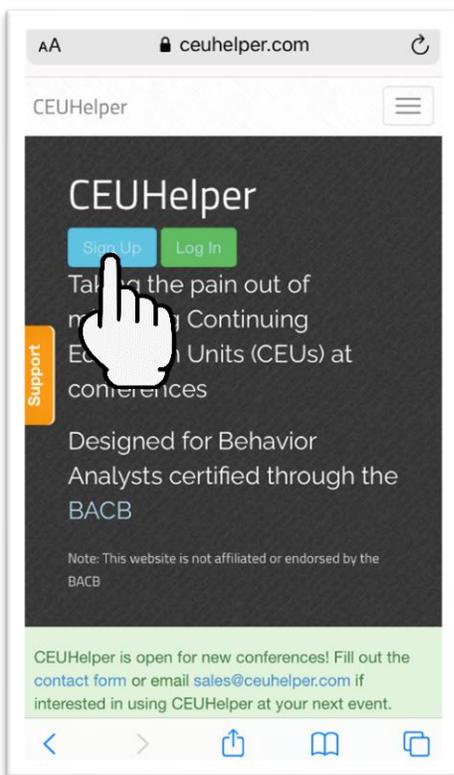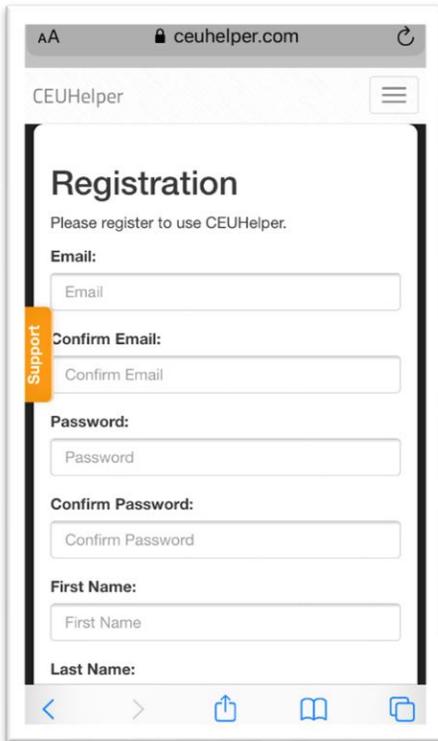
Note: If you have previously downloaded and logged into the CEUHelper app skip to Step 7

Step 1: Create a CEUHelper account by CLICKING the link to register https://ceuhelper.com/

Step 2: CLICK "Sign Up"

Step 3: Provide registration information
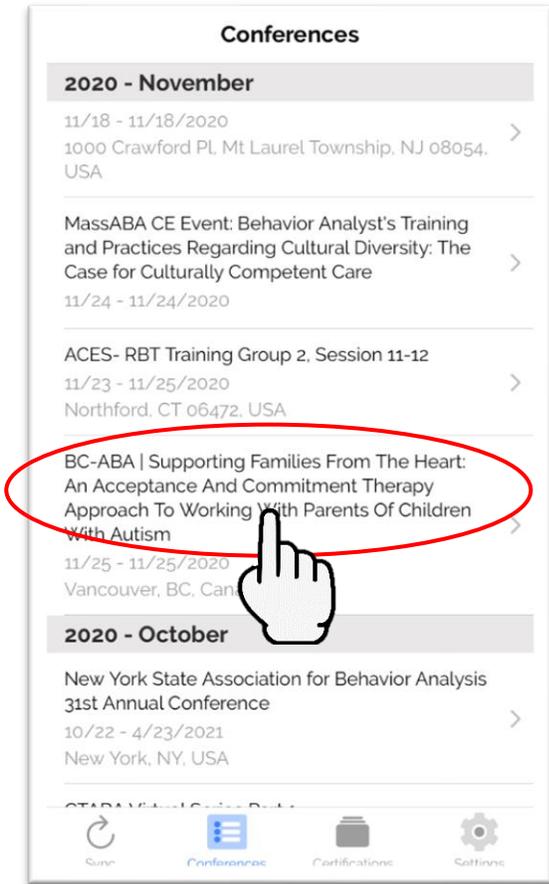

Step 4: LOGIN
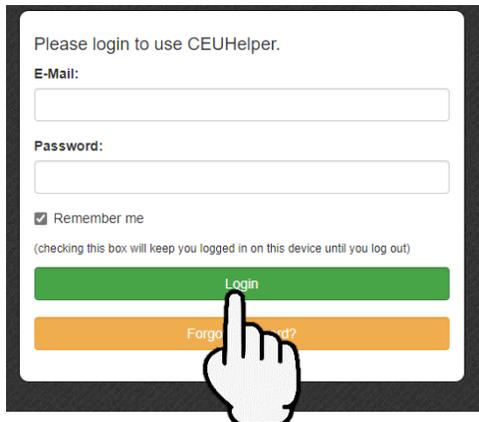
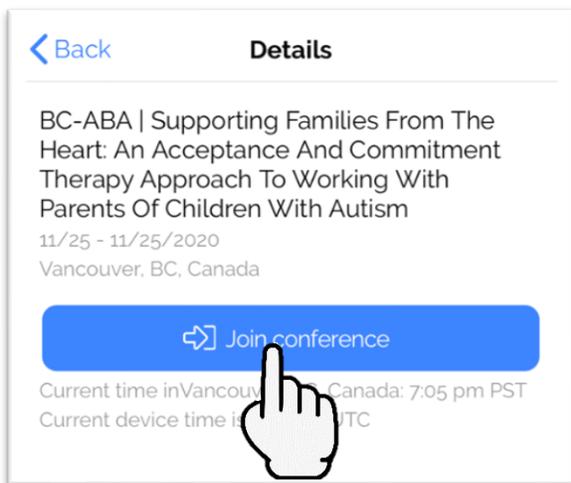**Step 5:** DOWNLOAD the App for your device and OPEN app
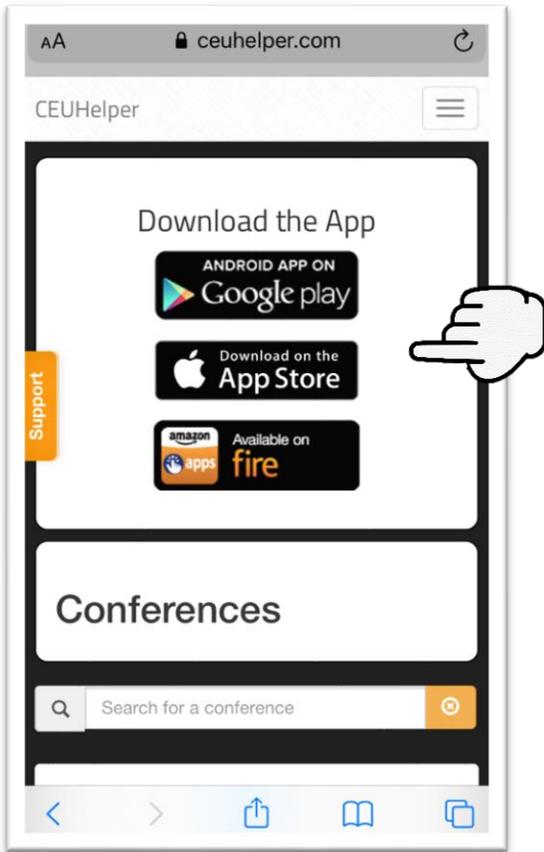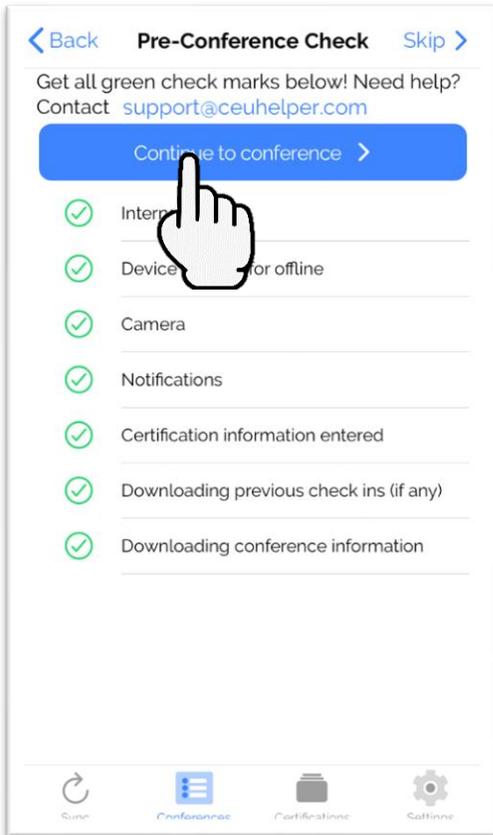

Step 6: LOGIN to app
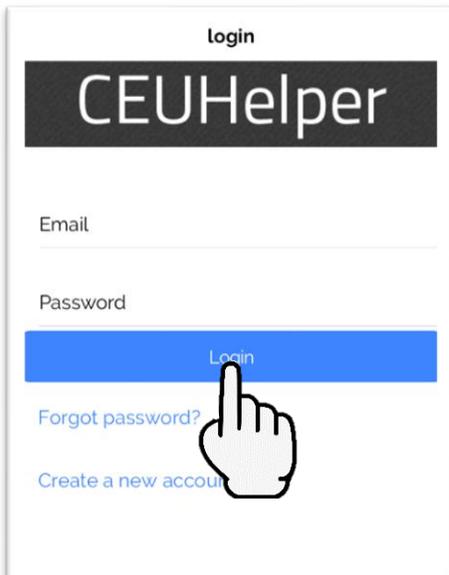
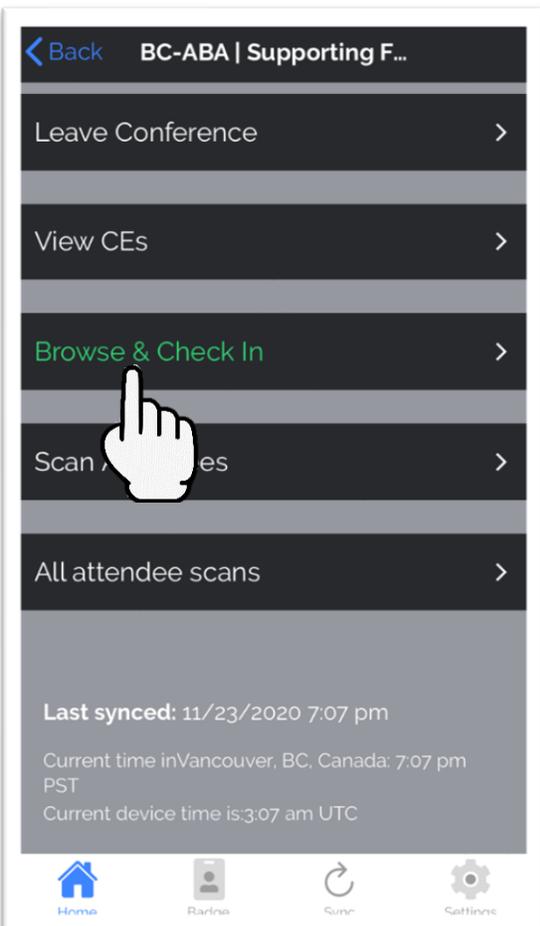**Step 7**: FIND and CLICK on the conference

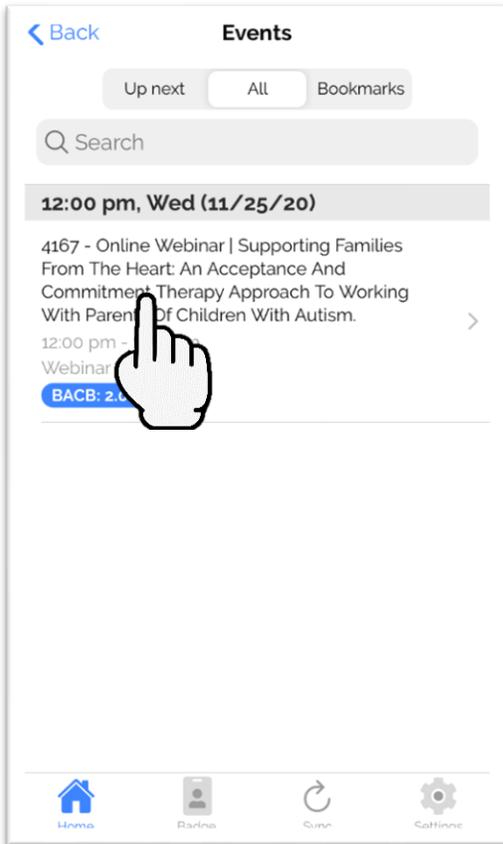**Step 8**: CLICK "Join conference"

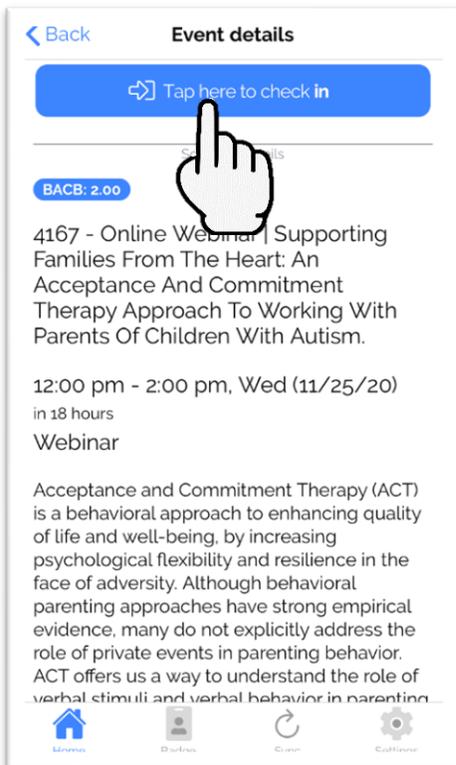**Step 9**: Ensure all check marks are green, then CLICK "Continue to conference"
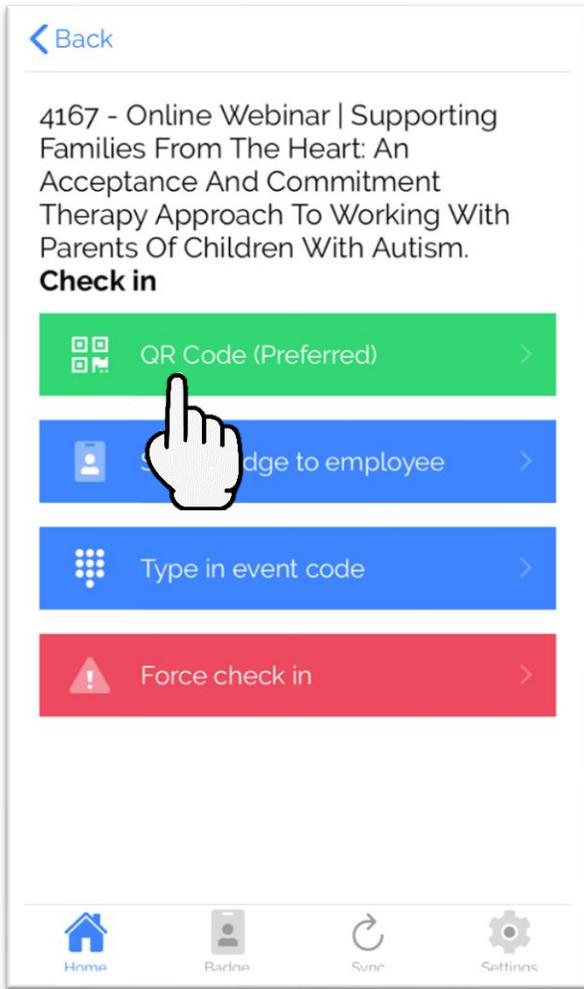

Step 10: CLICK "Browse & Check In"

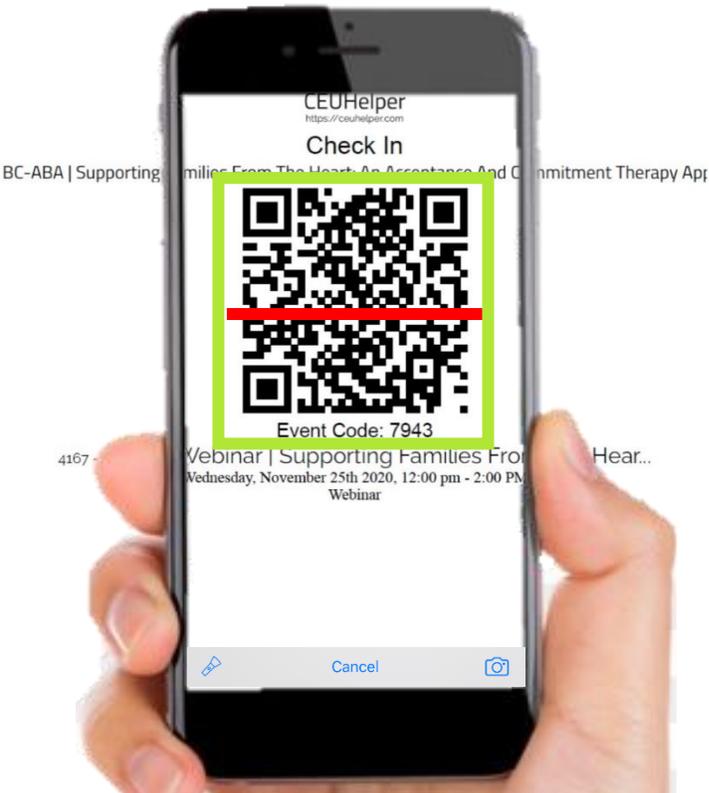**Step 11**: SELECT the event you would like to attend

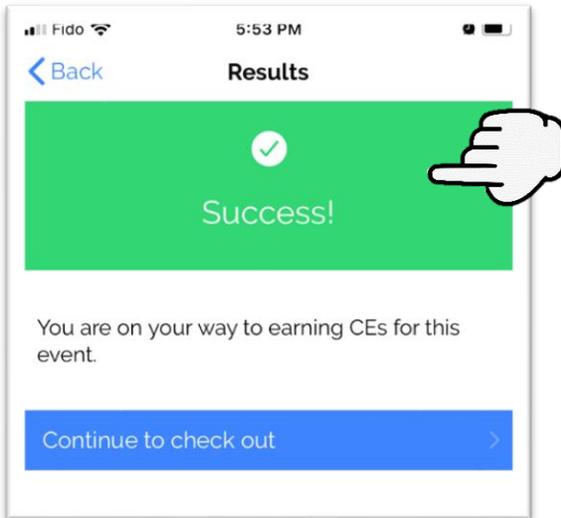**Step 12**: CLICK "Tap here to check in"

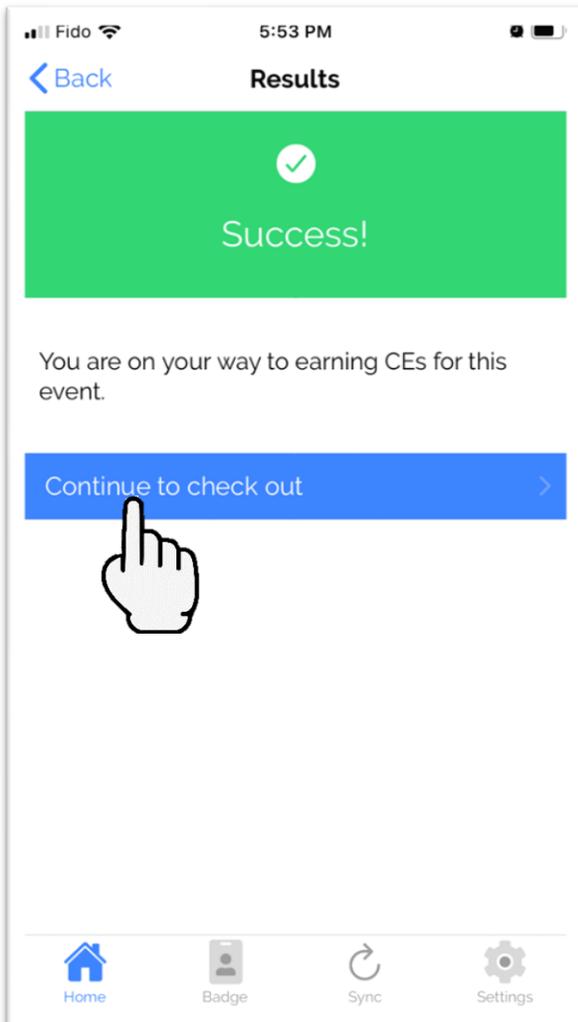**Step 13**: CLICK "QR Code (Preferred)"

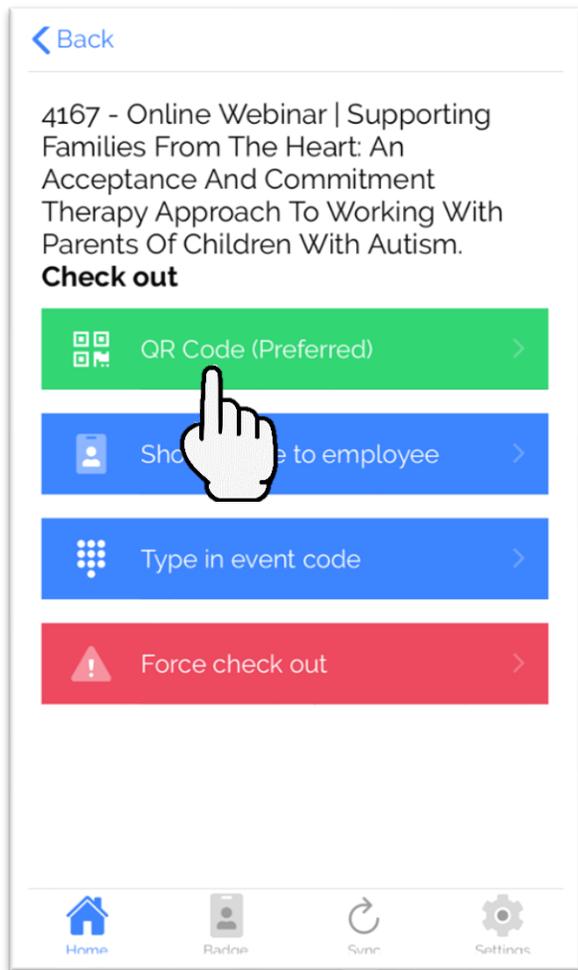**Step 14**: SCAN the Check In QRCode provided by conference committee

Step 15: CONFIRM Check In was successful

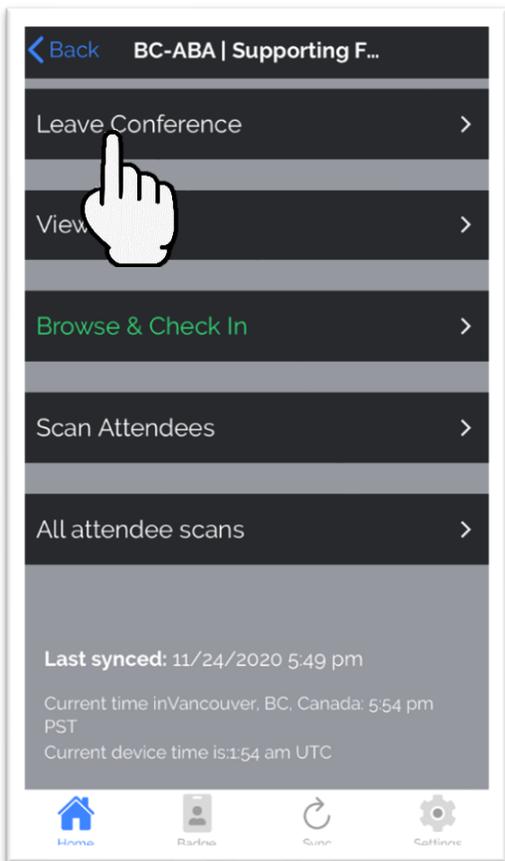**Step 16**: Following the event, CLICK "Continue to check out" to check out of the event

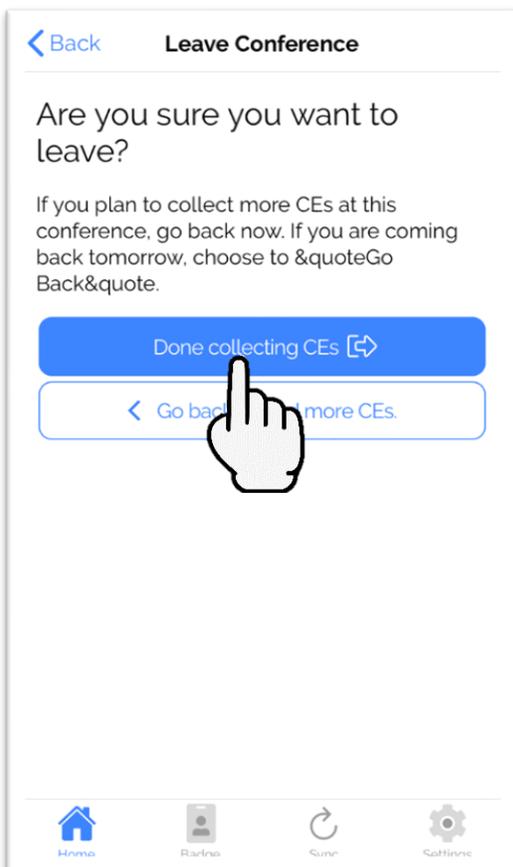**Step 17**: CLICK "QR Code (Preferred)"

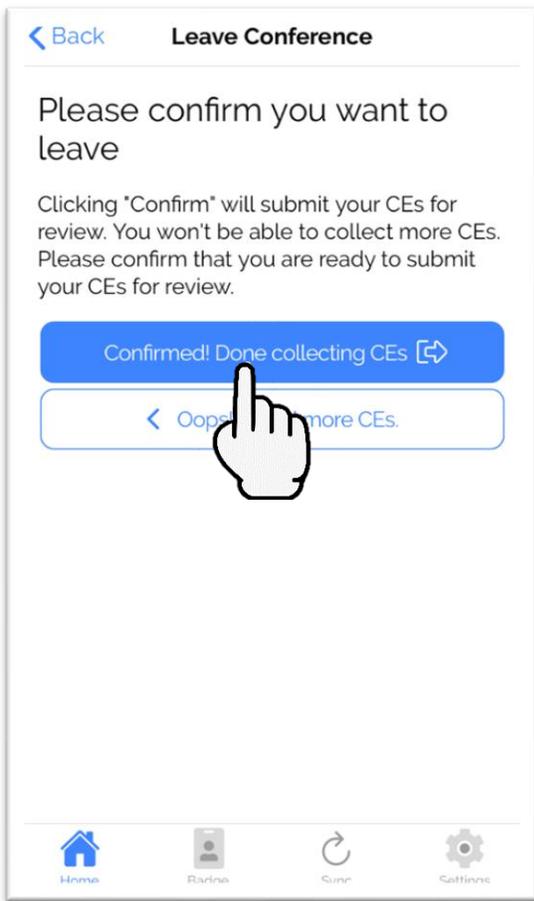**Step 18**: SCAN the Check Out QRCode provided by conference committee

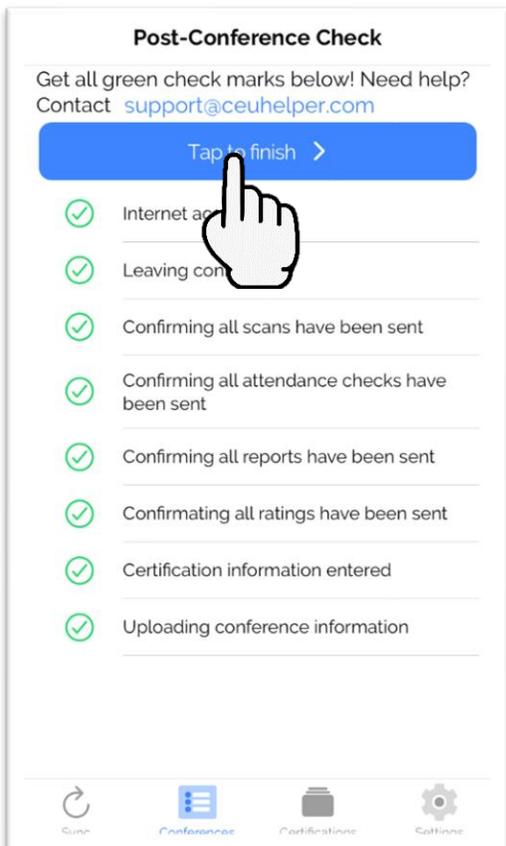**Step 19**: If you are finished collecting CEUs, CLICK "Leave Conference"
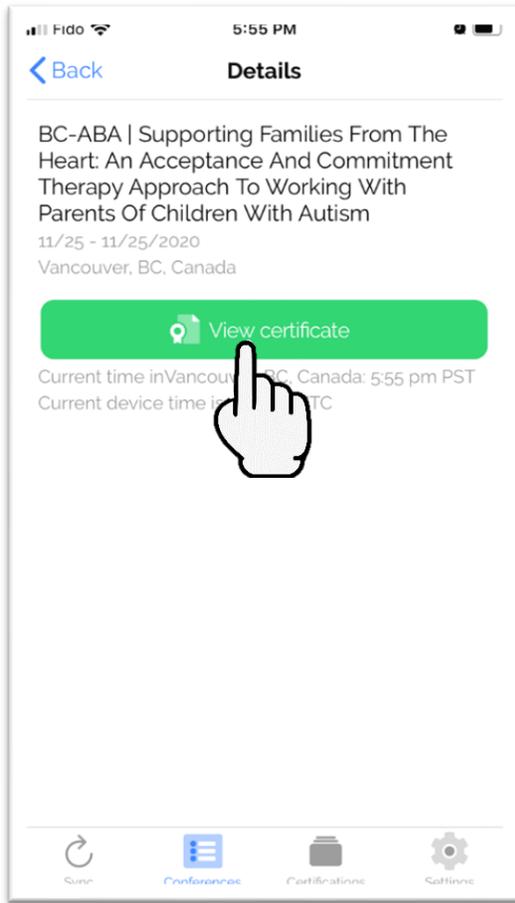

Step 20: CLICK "Done collecting CEs"

Step 21: CLICK "Confirmed! Done collecting CEs"

Step 22: Ensure all check marks are green, then CLICK "Tap to finish"

Step 23: CLICK "View certificate"

For support please contact conference@bc-aba.org