



## Directions for Accessing American Academy of Pediatrics Courses:

### Essential Trainings

#### *CREATING AN ACCOUNT AND ACCESSING ONLINE COURSES*

##### **Part One: Creating an AAP Account**

**Step 1:** Go to [shop.aap.org](http://shop.aap.org)

**Step 2:** Select ***“Create an Account”*** at top of page

**Step 3:** Select Individual or Organization

**Step 4:** Enter information

**Step 5:** Create Account

**Step 6:** Receive and Remember

- Login
- Security Question
- **AAP ID:** this is your login for accessing online courses

##### **Part Two: Accessing the Online Courses**

**Step 1:** Go to [shop.aap.org](http://shop.aap.org)

**Step 2:** Login using your **AAP ID**

**Step 4:** Enter the training title in the search bar

**Step 5:** Select your training from the list

**Step 6:** Click on **“Register”** (there should not be a charge/fee)

**Step 7:** Add to Cart

**Step 8:** Then **“Checkout”**

**Step 9:** Then **“Place your order”**

**Step 10:** On the top of the page click on **“My Account”**

**Step 11:** On the left of the page select **“My Continuing Education”**

**Step 12:** Click on **“Open”** to the right of your training to get started.