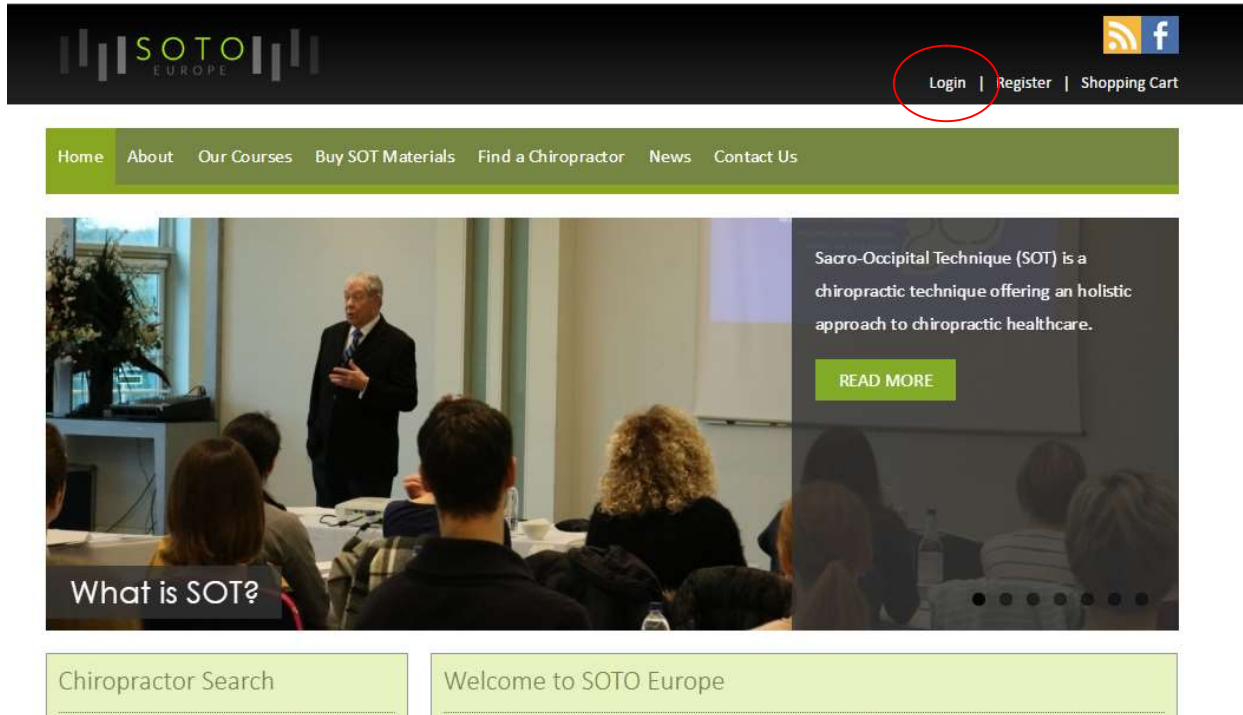


## How to Download your CPD Certificate

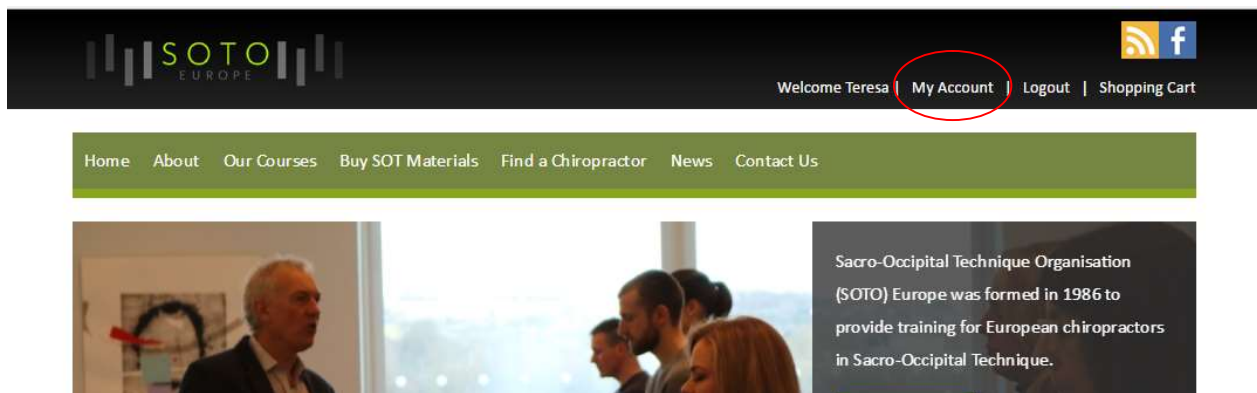
Certificates of attendance are available to download from our website following each seminar. Attendance at any SOTO Europe seminar entitles you to one year's free membership (except for students). Benefits of membership include being able to purchase products via the website and being able to display your details on our SOT Chiropractor directory.

To download your seminar certificates or display your details on the website, please log on to the website from the home page.



If you were registered by the conference organiser, when you press login, choose 'Forgotten Password' and type in the email you were registered with. The system will then send you a new password to that address. NOTE - if you are using a yahoo or gmail account, the emails usually go straight into the junk mail box, so please check there.

Once logged in, you should be automatically directed to your "Account" page, if not select "My Account" from the home page.



To download your attendance certificate, go to 'My Events'

Account Details  
My Memberships  
Order History  
My Downloads  
**My Events**  
Address Book  
Email Addresses  
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### User Account

Name: Tracey Matile  
Primary Email: tracey@stjameschiro.co.uk  
Account Type: Member  
Membership Status: Valid Until 31 December 2014

### Change Password

If you would like to change your password, enter your current password below, specify a new password and confirm it.

Existing Password:   
New Password:   
Confirm New Password:   
**CHANGE PASSWORD**

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You will see a list of seminars for which you have registered. Once your attendance has been verified you will see a tick in the "Attended" box. Click on the download button to view your certificate.

### My Events

Below is a list of events that you are registered on, along with your attendance status. Please note that before your certificate can be downloaded, you must complete a feedback form for the course.

Date	Event	Attended	Certificate
25/01/2014 to 27/01/2014	<a href="#">Pain Relief in Massage 2014</a>	✓	<b>DOWNLOAD</b>

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If your GCC registered name is different to the name in which you practice, or the name you would like to be registered for seminars in, please contact the conference organiser on [conferences@sotoeurope.org](mailto:conferences@sotoeurope.org) who will be able to arrange for your certificates to be generated in your GCC registered name.