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Please follow these instructions on a desktop or laptop. Users may have issues if trying to access the site via an iPhone or Android. Please make sure your web browser allows cookies and does not block pop ups.

You can follow the steps below to register for any course on CE21. The only difference between registering for a paid course and a free course, is you won't have to enter credit card information for a free course.

Type ids.ce21.com into the URL box on your web browser. Or click the link. <https://ids.ce21.com/>

Click the sign in button on the top right of the page.

The screenshot shows the ISDS CE21 website interface. At the top, there is a navigation bar with the ISDS logo and menu items: JOIN/RENEW INFO, ON DEMAND, and WEBINARS. Below this is a search bar and a 'Sign In' button. The main content area displays two course listings:

- 2024 Renewal Safe Opioid Prescribing Practices**
 - Topic Areas: Opioids | IL License Requirement
 - Faculty: Jasjit Sahni, BDS | Larry Williams, D.D.S., M.P.H. | William B. Hamel III
 - Duration: 3 Credit Hours
 - Format: Audio and Video
 - Short Description: A new law took effect in 2019 that requires all prescribers who are licensed to prescribe controlled substance, during the pre-renewal period, complete 3 hours of continuing education on safe opioid prescribing practices offered or accredited by a professional association, State government agency, or federal government agency. This course will fulfill these requirements.
 - Price: \$100.00 - \$150.00
 - Buttons: More info, Save for Later, Add To Compare, Add to Cart
- 2024 Renewal Sexual Harassment**
 - Topic Areas: Sexual Harassment Prevention | IL License Requirement
 - Faculty: Dr. J. Barry Howell
 - Duration: 1 Credit Hour
 - Format: Audio and Video
 - Short Description: A new law took effect in 2019 that will require all Illinois licensed professionals who need continuing education to renew their licenses to complete one (1) hour of education related to sexual

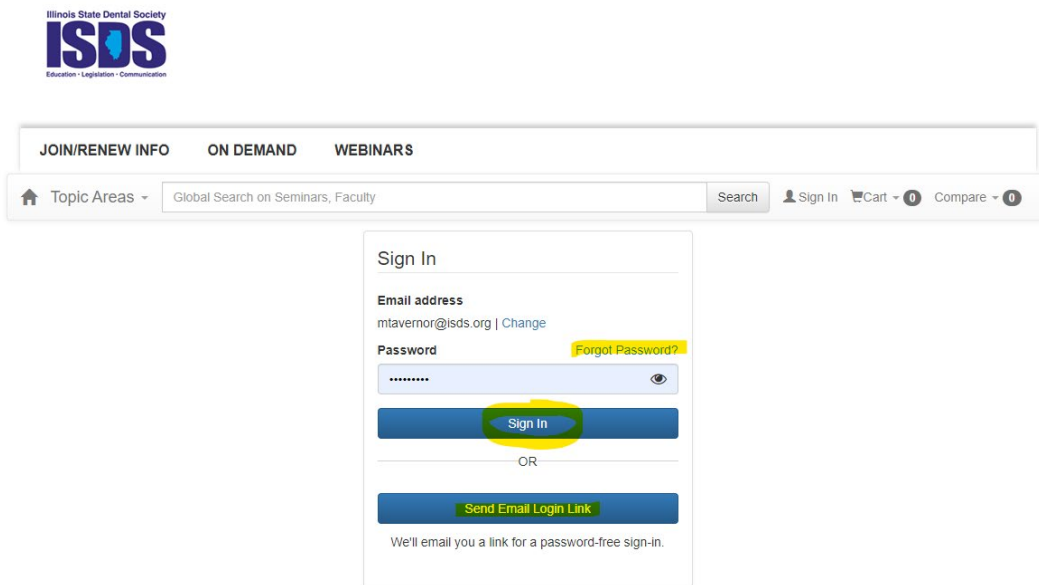
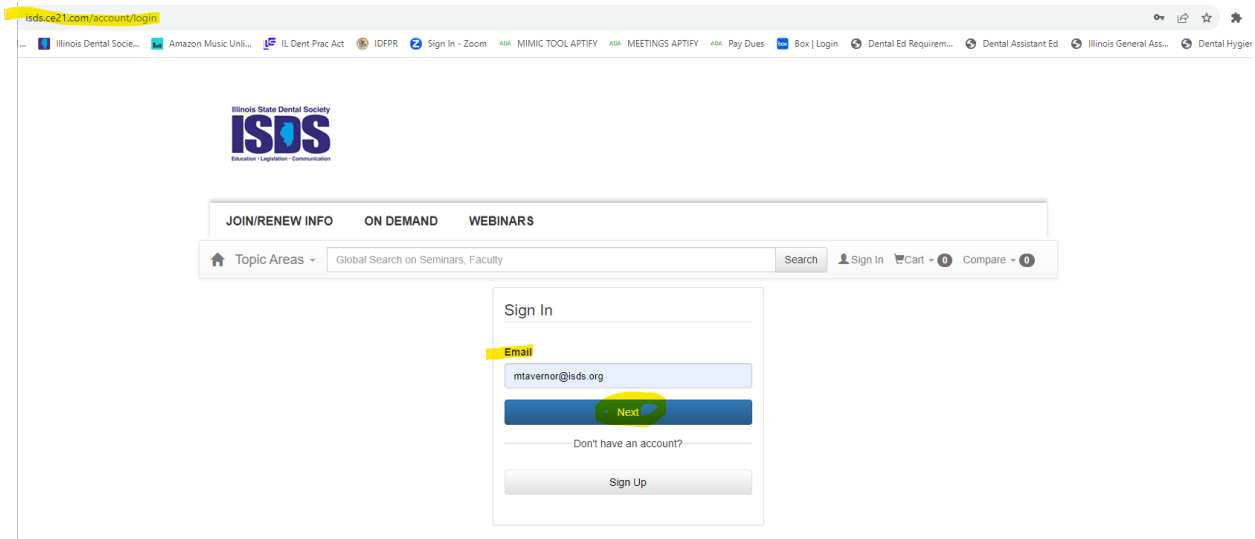
On the right side of the page, there is a red banner that says "DID YOU SIGN IN? To get your member rate" and a message: "You must be signed in to your account in order to receive the member rate!".

Logging In/First-time Access

Enter the email address that is associated with your ADA/ISDS membership. Click “Next.” Enter your password and click “Sign In.”

If this is your first time logging in to CE21, please click “forgot password” to establish a password for the isds.ce21.com website. CE21 is a different software platform from what ADA/ISDS utilizes for your membership, so your password for CE21 will be different from your ADA/ISDS password.

You can also click “Send Email Login Link” which will send you an email link for a password free sign-in.



When you have successfully logged in, your home page will load. Your homepage will list your name, personal information, and any courses you have previously signed up for. The image below shows an account that has purchased the 2024 Renewal Sexual Harassment course.

The CE courses available are located under the tab labeled “On Demand” and “Webinars.” “Webinars” indicate upcoming courses to be held live, such as the free monthly ISDS CE webinars, while “On-Demand” represents past webinars that were recorded and are now available to be taken at any time.

The screenshot displays a user's account page with the following elements:

- Navigation:** Tabs for "JOIN/RENEW INFO", "ON DEMAND", and "WEBINARS". A search bar with "Global Search on Seminars, Faculty" and a user profile icon for "Mattea's Account".
- Account Overview:** "My Account" and "Speaker Portal" tabs. A profile picture of Mattea Tavernor, Events & Education Manager at Illinois State Dental Society. Contact information includes phone number 2175251406, email mtavernor@isds.org, and address 1010 S Second St, Springfield, Illinois, 62704-3005.
- Contact Us:** Technical Support: (877) 602-9877 and Technical Support: ISDSSupport@ce21.com.
- Account Actions:** Edit Profile, Change Email, Change Password, Edit Addresses, Sign Out.
- Programs List:** "My List" (24), "All Transactions" (2), "Notification Options", "Communications", "Support Tickets" (0). Search bar for programs and filters for "Show All Products" and "Show All Certificate Statuses".
- Course Table:**

Purchase Date	Title	Event Date	Credits	Certificate Status	Expiration
Oct 13, 2023	2024 Renewal Sexual Harassment (On Demand)		Total Credits: 1 Self Study	Incomplete	Never Expires

You can browse all the courses available and add them to your cart. The image below shows the 2024 Renewal Safe Opioids Prescribing Practice added to the cart as an example.

The screenshot shows a course listing for "2024 Renewal Safe Opioid Prescribing Practices". The course details include: Topic Areas: Opioids | IL License Requirement; Faculty: Jasjot Sahni, BDS | Larry Williams, D.D.S., M.P.H. | William B. Hamel III; Duration: 3 Credit Hours; Format: Audio and Video; Short Description: A new law took effect in 2019 that requires all prescribers who are licensed to prescribe controlled substance, during the pre-renewal period, complete 3 hours of continuing education on safe opioid prescribing practices offered or accredited by a professional association, State government agency, or federal government agency. This course will fulfill these requirements. Price: \$100.00 Base Price - \$160.00. The "Add to Cart" button is highlighted with a yellow circle. Below the course details, a green notification bar states: "The item was successfully added to your shopping cart - Proceed to cart".

Click proceed to cart or click the cart button at the top right. Click proceed to checkout.

The screenshot shows the shopping cart page. The cart contains one item: "2024 Renewal Safe Opioid Prescribing Practices" for \$100.00. The quantity is set to 1. Below the item list is a "Continue Shopping" button. On the right side, the "ORDER SUMMARY" section shows: Items (1): \$100.00; Additional discounts: - (\$0.00); Subtotal: \$100.00; Order Total: \$100.00. A note below the order total states "All Prices are shown in USD". The "Proceed to checkout" button is highlighted with a yellow circle.

Member Price/Better Price Alert

If you are a member, and a course is added to your cart before you are logged in, you will receive a “Better Price Alert” notification. Please click the “Change Price” button to access the discount.

Shopping Cart

Need to register more than one person? Please change the quantity below. You will be prompted to enter registrant details later in the checkout process

Alert: Better Price Available Alert

You may not be getting the best price on one or more items in your shopping cart. Please click on the Change Price link next to the item to keep the existing price or swap out to the new one.



ON DEMAND

2024 Renewal Safe Opioid Prescribing Practices

\$150.00

Qty 1 | Delete

[Change Price](#)

Continue Shopping

ORDER SUMMARY

Discount and gift cards codes can be added later in the checkout process.

Items (1):	\$150.00
Additional discounts:	-\$0.00
Subtotal:	\$150.00

Order Total: **\$150.00**

All Prices are shown in USD

[Proceed to checkout](#)

Choose your options below

2024 Renewal Safe Opioid Prescribing Practices

Product Type: On Demand

\$100.00 - Member Price Base Price — \$150.00

Make No Change

[Change Price](#)

Verify your personal info and click continue.

Not Mattea Tavemor? [Click Here](#)

Prefix

* First name Middle name

* Last name * Email

Suffix

Mobile Office Phone

License Number

* ADA/ISDS Membership Number

Choose from your existing addresses

- 1010 S Second St, Springfield, Illinois 62704-3005, United States (Default) Verified [Edit](#)

Or, Add a new address

[Edit Cart](#)

ORDER SUMMARY

Items (1):	\$100.00
Additional discounts:	-\$0.00
Subtotal:	\$100.00

Order Total: **\$100.00**
All Prices are shown in USD

Discount Code [Apply](#)


[Continue ▶](#)

Verify your email, and click continue.

Progress: 1 Personal Info (checked) | 2 Registrant Confirmation | 3 Confirm Cart and Payment

Registrant Confirmation

Need to register more than one person? Please change the quantity below.



ON DEMAND 2024 Renewal Safe Opioid Prescribing Practices

Qty

Registrant Email First Name Last Name

[Add another registration](#)

[Edit Cart](#)

ORDER SUMMARY

Items (1):	\$100.00
Additional discounts:	-\$0.00
Subtotal:	\$100.00

Order Total: **\$100.00**
All Prices are shown in USD

Discount Code [Apply](#)

[Continue ▶](#)

Enter your credit card info, and click place order.

Confirm Cart and add Payment Information (below)

*** Credit Card Type**
--Select Card Type--

*** Credit Card Number**
[Input Field]

*** Expiration Date**
1- January
2023

*** CVV**
[Input Field]

*** Name On Card**
Mattea Tavemor

Billing Information
Billing Full Name
Mattea Tavemor

Choose from your existing addresses

1010 S Second St, Springfield, Illinois 62704-3005, United States (Default) Verified
[Edit](#)

[Edit Cart](#)

ORDER SUMMARY

Items (1): \$100.00
Additional discounts: - (\$0.00)
Subtotal: \$100.00

Order Total: \$100.00
All Prices are shown in USD

Discount Code
[Input Field] [Apply](#)

[Place Order](#)

If you are ready to watch the course right after purchase, click "Launch On Demand". If you want to watch the course later, you can access it from your account page by either clicking "go to your account" or by logging back into isds.ce21.com (instructions on pages 1-3).

Education • Licensure • Communication

JOIN/RENEW INFO ON DEMAND WEBINARS

Topic Areas - Global Search on Seminars, Faculty Search [Mattea's Account](#) [Cart](#) [Compare](#)

Thank you for your purchase - [Click here to go to your account](#)

You will also receive an email receipt with the details of this transaction.

Item	Event Date	Qty	Price	Total
2024 Renewal Safe Opioid Prescribing Practices		1	\$100.00	\$100.00

Registrant(s): Mattea Tavemor (mtavemor@isds.org)

[Launch On Demand](#) [Handouts](#) [Certificate](#)

Sub total : \$100.00
Order Total: \$100.00
Visa-0309: -(\$100.00)
Total Due: \$0.00

Courses you purchase/register for are housed under the “My List” tab and show on your homepage. Clicking the launch button will start the course. Clicking the certificate button, after you watch the course, will load the quiz, evaluation, and your certificate.

Global Search on Seminars, Faculty

Mattea Tavernor
Events & Education Manager | Illinois State Dental Society
2175251406
mtavernor@ids.org
1010 S Second St, Springfield, Illinois, 62704-3005

Contact Us
Technical Support: (877) 602-9877
Technical Support: ISDSSupport@ce21.com

My List 23 | All Transactions 1 | Notification Options | Communications | Support Tickets 0

Search your programs [Search] [Clear Search] | Show All Products | Show All Certificate Statuses

Purchase Date	Title	Event Date	Credits	Certificate Status	Expiration
Oct 13, 2023	2024 Renewal Safe Opioid Prescribing Practices (On Demand)		Total Credits: 3 Self Study	Incomplete	Never Expires

✓ Certificate

2024 Renewal Safe Opioid Prescribing Practices

- ▶ [Quiz](#) (not complete - [click here](#))
- ▶ [Attendance Confirmation](#) (not complete - [click here](#))
- ▶ [Access Your Certificate](#) (not complete - [click here](#))

Registering Multiple People for Courses


Follow the steps on pages 1-4 for instructions on logging in and adding courses to your cart. Update the quantity on each course in your cart to however many you need. Click proceed to checkout.

MEMBER CENTER MEETINGS & EVENTS ADVOCACY ABOUT US FOUNDATION FOR THE PUBLIC

Topic Areas ▾ Media Types ▾ Global Search on Seminars, Faculty Search Mattea's Account 0 Cart 1 Compare 0

Shopping Cart

Need to register more than one person? Please change the quantity below. You will be prompted to enter registrant details later in the checkout process

	ON DEMAND 2024 Renewal Sexual Harassment	\$100.00
Qty	2 ▾ Delete	

[Continue Shopping](#)

ORDER SUMMARY

Discount and gift cards codes can be added later in the checkout process.

Items (2):	\$200.00
Additional discounts:	-\$0.00
Subtotal:	\$200.00

Order Total: **\$200.00**
All Prices are shown in USD

[Proceed to checkout ▶](#)

Verify your personal info and click continue.

Not Mattea Tavemor? [Click Here](#)

Prefix

*** First name** **Middle name**

Mattea

*** Last name** *** Email**

Tavemor mtavemor@isds.org

Suffix

Mobile **Office Phone**

2175251406

License Number

*** ADA/ISDS Membership Number**

123456

Choose from your existing addresses

1010 S Second St, Springfield, Illinois 62704-3005, United States (Default) Verified [Edit](#)

Or, Add a new address

[Edit Cart](#)

ORDER SUMMARY

Items (2):	\$200.00
Additional discounts:	-\$0.00
Subtotal:	\$200.00

Order Total: **\$200.00**
All Prices are shown in USD

Discount Code

 [Apply](#)

[Continue ▶](#)

Need to register more than one person? Please change the quantity below.

ON DEMAND

2024 Renewal Sexual Harassment

Qty 2

(1) Registrant Email

I am registering for someone else

First Name

Last Name

(2) Registrant Email (Unassigned)

First Name

Last Name

[+ Add another registration](#)

ORDER SUMMARY

Your total will be displayed in the next step of the shopping cart.

[Continue ▶](#)

Enter the email, and first and last name of the person you are assigning the course to. If the individual is an ISDS member, please be sure to enter the email address associated with their membership so that member discounts are applied.

ON DEMAND

2024 Renewal Sexual Harassment

Qty 2

(1) Registrant Email

I am registering for someone else

(2) Registrant Email

Account found - Access completed.

[+ Add another registration](#)

Choose Price

\$50.00 - Dentist Member Price

\$50.00 - Hygienist Member Price

\$100.00 - Base Price

[Choose Price](#)

sted

[f](#) [t](#) [i](#)

If the person has an existing account, the system will recognize their email and select the correct price based on their membership.

You can add another registration or click continue if you are done.

Need to register more than one person? Please change the quantity below.

ON DEMAND
2024 Renewal Sexual Harassment
Qty

(1) Registrant Email **First Name** **Last Name**

I am registering for someone else

(2) Registrant Email **First Name** **Last Name**

\$50.00 - Dentist Member Price
 \$50.00 - Hygienist Member Price
 \$100.00 - Base Price

✓ Account found - Access instructions will be emailed to the registrant after the purchase has been completed.

ORDER SUMMARY
Your total will be displayed in the next step of the shopping cart.

If the person you are registering does not have an existing account, you will need to confirm their email address. Those being registered will receive an email on how to access the course.

I am registering for someone else

(2) Registrant Email **First Name** **Last Name**

\$50.00 - Dentist Member Price
 \$50.00 - Hygienist Member Price
 \$100.00 - Base Price

✓ Account found - Access instructions will be emailed to the registrant after the purchase has been completed.

(3) Registrant Email (Unassigned) **First Name** **Last Name**

Confirm Email

\$50.00 - Dentist Member Price
 \$50.00 - Hygienist Member Price
 \$100.00 - Base Price

X No account found - please complete the fields above and we will email the registrant with access instructions.

ORDER SUMMARY
Your total will be displayed in the next step of the shopping cart.

Click continue and okay in the pop-up box.

The screenshot shows a web browser window at ids.ce21.com/registrant/registrantconfirmation. A pop-up message from ids.ce21.com states: "You are purchasing multiple quantities of 1 or more items in your cart. Upon completing your purchase, an email confirmation will be sent to the additional registrant(s) on how to access their account and seminar(s)." The main page has a heading "Need to register more than one person? Please check the box below." and a form for two registrants. The first registrant is mtavernor@ids.org, and the second is elarson@ids.org. The price is set to \$100.00 - Base Price. A green "Continue" button is highlighted in yellow. An "ORDER SUMMARY" box on the right shows a total of \$200.00 and a green "Continue" button, also highlighted in yellow.

Verify the email addresses of those registering for the course, and enter the credit card info at the bottom of the page. Then click place order.

The screenshot shows the checkout page with a progress bar at the top indicating three steps: "Personal Info", "Registrant Confirmation", and "Confirm Cart and Payment". The "Registrant Confirmation" step is active. The cart summary shows two items: "2024 Renewal Sexual Harassment" for \$100.00 each, with registrant emails mtavernor@ids.org and elarson@ids.org. The "ORDER SUMMARY" on the right shows a subtotal of \$200.00 and an "Order Total" of \$200.00. A green "Place Order" button is highlighted in yellow. Below the cart summary, there is a "Gift Card" section and a "Confirm Cart and add Payment Information (below)" section with a "Credit Card Type" dropdown menu.

Confirm Cart and add Payment Information (below)

*** Credit Card Type**
 --Select Card Type--

*** Credit Card Number**
 [Redacted]

*** Expiration Date**
 1 - January
 2023

*** CVV**
 [Redacted]

*** Name On Card**
 Mattea Tavernor

Billing Information

Billing Full Name
 Mattea Tavernor

Choose from your existing addresses

- 1010 S Second St, Springfield, Illinois 62704-3005, United States (Default) Verified
[Edit](#)

Or, Add a new address

ORDER SUMMARY

Items (2): \$200.00
 Additional discounts: - (\$0.00)
Subtotal: \$200.00

Order Total: \$200.00
 All Prices are shown in USD

Discount Code

Click launch if you are ready to view the course. Click “go to your account” to watch it later. Those additional registrants will be listed and will receive and email with instructions on how to access the course.

Home Topic Areas ▾ Global Search on Seminars, Faculty Search Mattea's Account 0 Cart 0 Compare 0

Thank you for your purchase - Click here to go to your account

You will also receive an email receipt with the details of this transaction.

Item	Event Date	Qty	Price	Total
2024 Renewal Sexual Harassment Registrant(s): Mattea Tavernor (mtavernor@isds.org)		1	\$100.00	\$100.00
<input checked="" type="button" value="Launch On Demand"/> <input type="button" value="Handouts"/> <input type="button" value="Certificate"/>				
2024 Renewal Sexual Harassment Registrant(s): Eric Larson (el Larson@isds.org)		1	\$100.00	\$100.00
				Sub total : \$200.00 Order Total: \$200.00 Visa-0309: -(\$200.00) Total Due: \$0.00

Below is the email registrants receive once a course has been purchased for them.

Eric Larson,

The seminar **2024 Renewal Sexual Harassment** has been purchased on your behalf by Mattea Tavernor, and you are now registered for this course. Your credit card has not been charged. You can access the program by logging into your account at <https://isds.ce21.com/account/myaccount>.

If clicking the link doesn't work, copy and paste it into your browser's address window or retype it there.

2024 Renewal Sexual Harassment

Type: On Demand
Item Price: \$0.00

How do I test my system?

To test your system, please login at <https://isds.ce21.com/account/myaccount> and click the Launch Viewer button for the purchased seminar.

How do I access the course materials?

To download course materials, log into your account at <https://isds.ce21.com/account/myaccount> and click the course Handouts button.

How do I access the live broadcast?

If you purchased a webcast or video replay on the day of the broadcast, plan to log in 30-60 minutes before the start time. To access the webcast, login to your online user account at

If you have any questions or need assistance, please call or email Mattea Tavernor at 217-525-1406 or mtavernor@isds.org