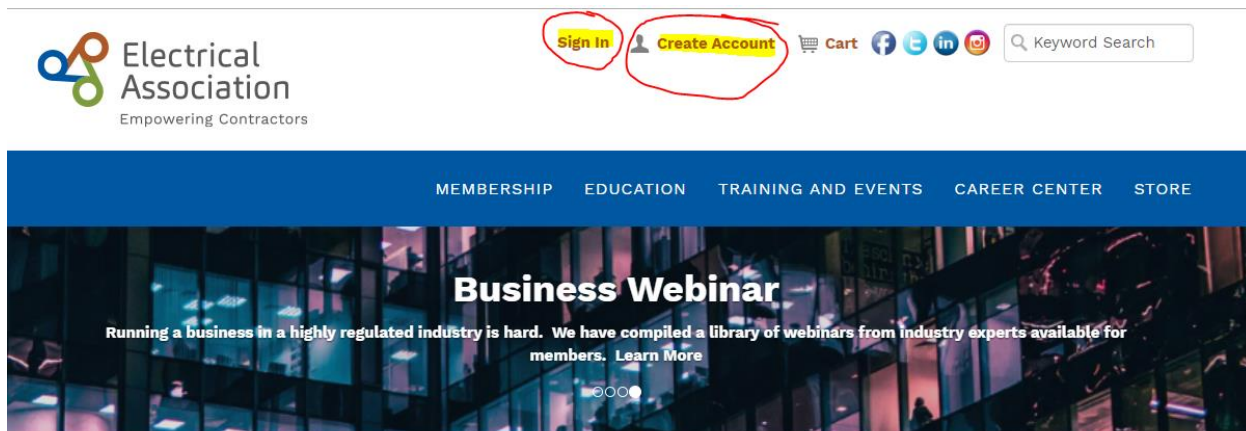


## NextThought – Student Resource Guide

### How to purchase a class

1. Go to the Electrical Association's webpage [www.electricalassociation.com](http://www.electricalassociation.com)
2. Login to your profile – if you don't have a profile, create an account

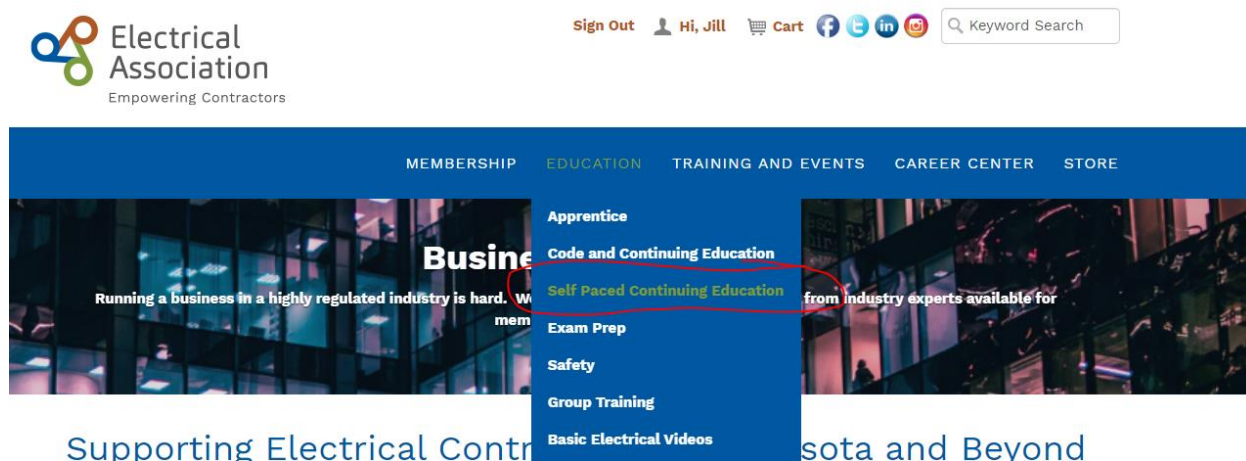


### Supporting Electrical Contractors in Minnesota and Beyond

Click Here to stay up to date with COVID-19 business information to help you weather the storm. Financial, Employment, Legislative, Insurance and more!



3. Once you are logged in go to the Education Tab and click "Self Paced Continuing Education"



### Supporting Electrical Contractors in Minnesota and Beyond

Click Here to stay up to date with COVID-19 business information to help you weather the storm. Financial, Employment, Legislative, Insurance and more!

4. Find the course you wish to take and Click "Add to Cart"
5. Click "View Cart"
6. Press "Submit Order"

7. On the confirmation screen – on the right hand side click “View My Courses”

MEMBERSHIP EDUCATION TRAINING AND EVENTS CAREER CENTER STORE

**Order Confirmation**

**Minnesota Electrical Association, Inc.**  
3100 Humboldt Ave. South, Minneapolis, MN 55408

**Order Number** 71695  
**Order Date** 6/29/2020  
**Bill To** Caleb Quenzer  
**Ship To** Caleb Quenzer  
3100 Humboldt Ave S  
Minneapolis, MN 55408  
**Shipping Method** UPS Ground

Item	Quantity	Price	Total
2020 NEC Grounding and Bonding for Unlicensed Personnel 1. Go to electricalassociation.com	1	0.00	0.00

**Online Courses**

[View My Courses](#)

- a. If you are not ready to take the course now, you can find View My Courses by going to your profile
- Go to [www.electricalassociation.com](http://www.electricalassociation.com)
  - Click “Hi, \*YOURNAME”
  - Click the “My Courses” tab
  - Click “View My Courses”

Electrical Association  
Empowering Contractors

Sign Out **Hi, Caleb** Cart

Keyword Search

**Caleb Quenzer**  
Minnesota Electrical Association

ID 66584  
Type Staff

You are not due for renewal.

[Renew Now](#)

[About](#) [Licensing](#) [Membership](#) [Events](#) [Financial](#) [Marketing](#) [Grassroots](#)

**My Courses**

**Purchased eLearning Courses Available**

Product	Title	Course ID	Purchased Date	Order Number
	2020 NEC Grounding and Bonding for Unlicensed Personnel	SP200406	6/29/2020	71695.00

**Online Courses**

[View My Courses](#)

[View My Certificate](#)

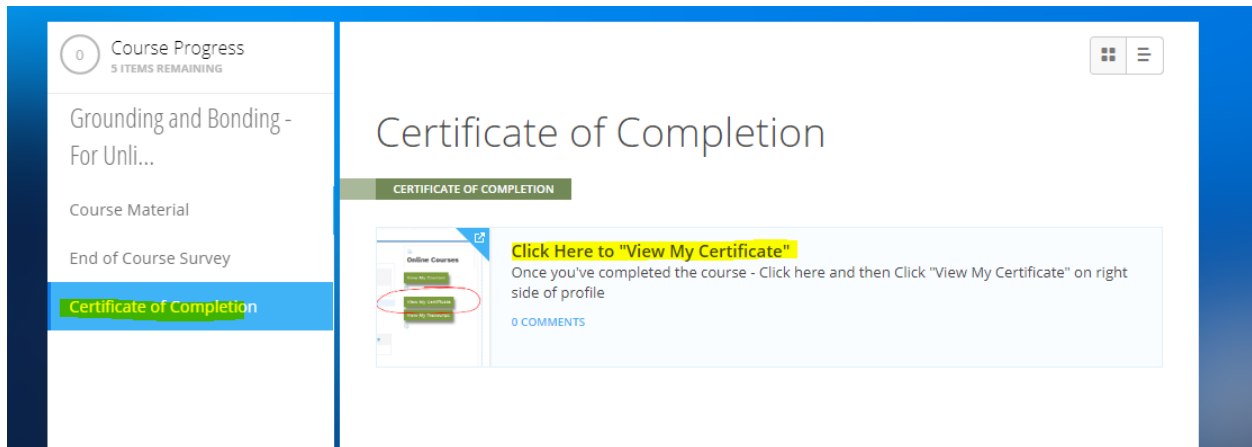
[View My Transcript](#)

8. Read and Agree to the terms of service
9. Under Courses – click on the course you have just purchased
10. Begin the course
- On the right hand corner you will see your course progress – once all required lessons have been taken, and passed this will say 100%. When this says 100% you will then be able to access your Certificate of Completion
  - You may leave and come back at any time during this course, your progress will be saved

## To Access Certificate of Completion

Once you have completed the course you may access your certificate of completion (Please note the Electrical Association will be notified upon your completion of the course and will submit your credits to DLI on your behalf)

1. In the Course Materials – click on “Certificate of Completion”
2. Click on the link – where it says “Click Here to View My Certificate”
  - a. This will bring you to your online profile




3. Click on the “View My Certificate” button on your profile (you may access this any time)








4. When your certificate pops up – you may download by clicking the Adobe PDF button in the upper left corner


To access your certificate at a later time

1. Go to [www.electricalassociation.com](http://www.electricalassociation.com)
2. Sign in
3. Click on the “Hi, \*YourName” link
4. Click My Courses
5. Click “View My Certificate”

 **Electrical Association**  
Empowering Contractors

Sign Out **Hi, Caleb**     


MEMBERSHIP EDUCATION TRAINING AND EVENTS CAREER CENTER STORE

**Caleb Quenzer**  
Minnesota Electrical Association  
  
ID 66584  
Type Staff  
You are not due for renewal.  
[Renew Now](#)

About Licensing Membership Events Financial Marketing Grassroots

**My Courses**

**Purchased eLearning Courses Available**

Product	Title	Course ID	Purchased Date	Order Number
	2020 NEC Grounding and Bonding for Unlicensed Personnel	SP200406	6/29/2020	71695.00

**Online Courses**  
[View My Courses](#)  
[View My Certificate](#)  
[View My Transcript](#)