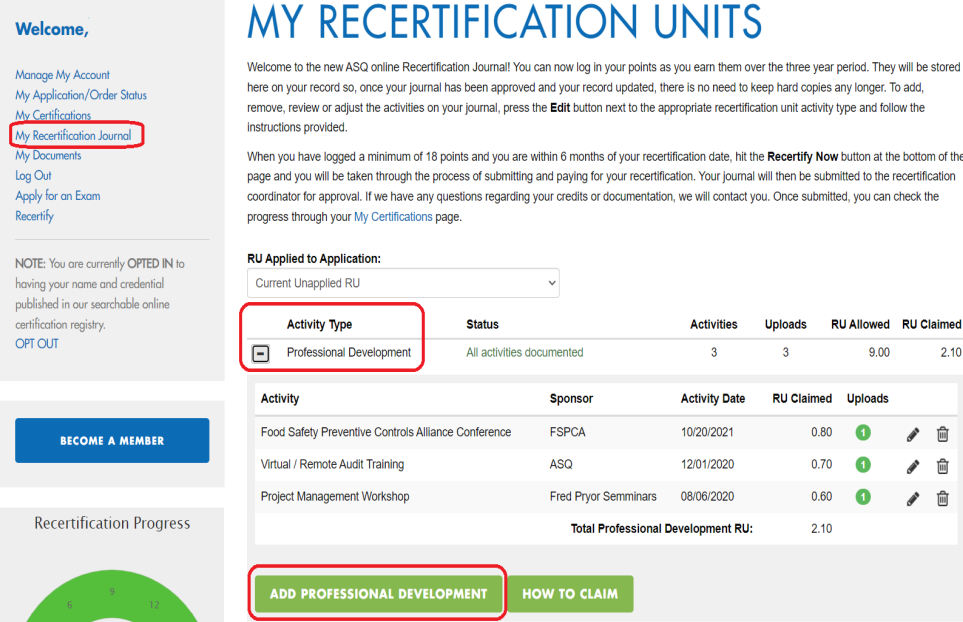
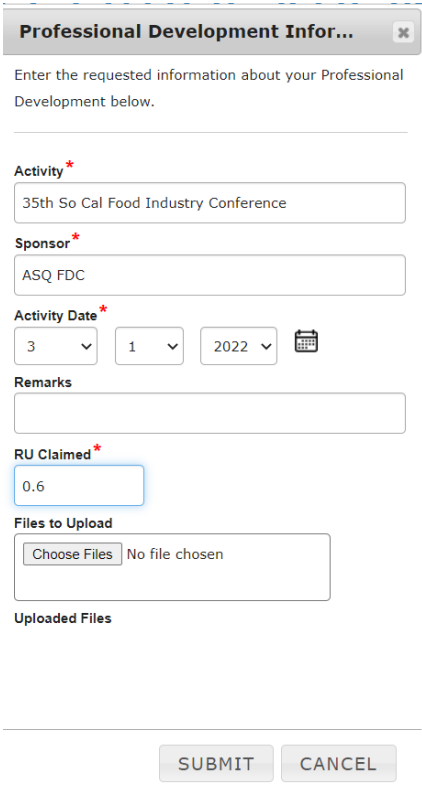


<p>Log Into your account</p>	<p>www.asq.org</p>
<p>Go to your profile, Certifications, and “My Recertification Journal”. The conference can be applied towards “Professional Development”</p> <p>Click on “Add Professional Development”</p>	 <p>The screenshot shows the 'MY RECERTIFICATION UNITS' page. On the left sidebar, 'My Recertification Journal' is highlighted with a red box. Below the sidebar is a 'BECOME A MEMBER' button and a 'Recertification Progress' chart. The main content area includes a 'Welcome' message, a 'NOTE' about being opted in, a dropdown for 'RU Applied to Application' (set to 'Current Unapplied RU'), and a table of activities. The table has columns for Activity Type, Status, Activities, Uploads, RU Allowed, and RU Claimed. One activity is listed: 'Professional Development' with 3 activities, 3 uploads, 9.00 RU Allowed, and 2.10 RU Claimed. Below the table is another table with columns for Activity, Sponsor, Activity Date, RU Claimed, and Uploads. It lists three activities: 'Food Safety Preventive Controls Alliance Conference' (0.80 RU), 'Virtual / Remote Audit Training' (0.70 RU), and 'Project Management Workshop' (0.60 RU). At the bottom, there is a 'Total Professional Development RU: 2.10'. A red box highlights the 'ADD PROFESSIONAL DEVELOPMENT' button, and another red box highlights the 'HOW TO CLAIM' button.</p>
<p>A new window will appear. You can claim 0.1 RUs per hour. Enter the conference name, Sponsor and Date, etc.</p> <p>Also, upload the Certificate of Attendance by clicking on “choose file” and saving it.</p> <p>Hit “Submit”</p>	 <p>The screenshot shows a modal window titled 'Professional Development Information'. It prompts the user to 'Enter the requested information about your Professional Development below.' The form includes the following fields: 'Activity*' (text input: '35th So Cal Food Industry Conference'), 'Sponsor*' (text input: 'ASQ FDC'), 'Activity Date*' (date picker: 3/1/2022), 'Remarks' (text area), 'RU Claimed*' (text input: '0.6'), and 'Files to Upload' (file upload button: 'Choose Files', status: 'No file chosen'). At the bottom are 'SUBMIT' and 'CANCEL' buttons.</p>

INSTRUCTIONS TO OBTAIN RUs FOR YOUR ASQ RE-CERTIFICATION JOURNAL