

PSLS WEBSITE TIPS AND TRICKS: CERTIFICATES

How to Access Your Certificates/Credits from PSLs Webinars, Conferences, and Events

- 1) In order to view your certificates, you need to first log into your PSLs online account. Go to www.psls.org. To get to the login screen, you can hover over the tab [MORE] at the far right end of the navigation menus, as pictured below. Then you need to click “Members Only” when it appears. Non-member accounts can be accessed here too.



- 2) Sign in using your login credentials you used to register for the event and then click the [SIGN IN] button. If you need your credentials, call the PSLs office at 717-412-1946 or email psls@psls.org.



Surveying Beyond Boundaries



Member Login

Welcome to the online community. Because of the built-in security features, you must first register and be approved before accessing many site sections. If you are not a member of the site yet, please register - we'd love you to be part of our online community.

Sign in using your social profile

Login with Facebook

Login with LinkedIn

OR

Sign in using your credentials

Username

Password

Remember Me

SIGN IN

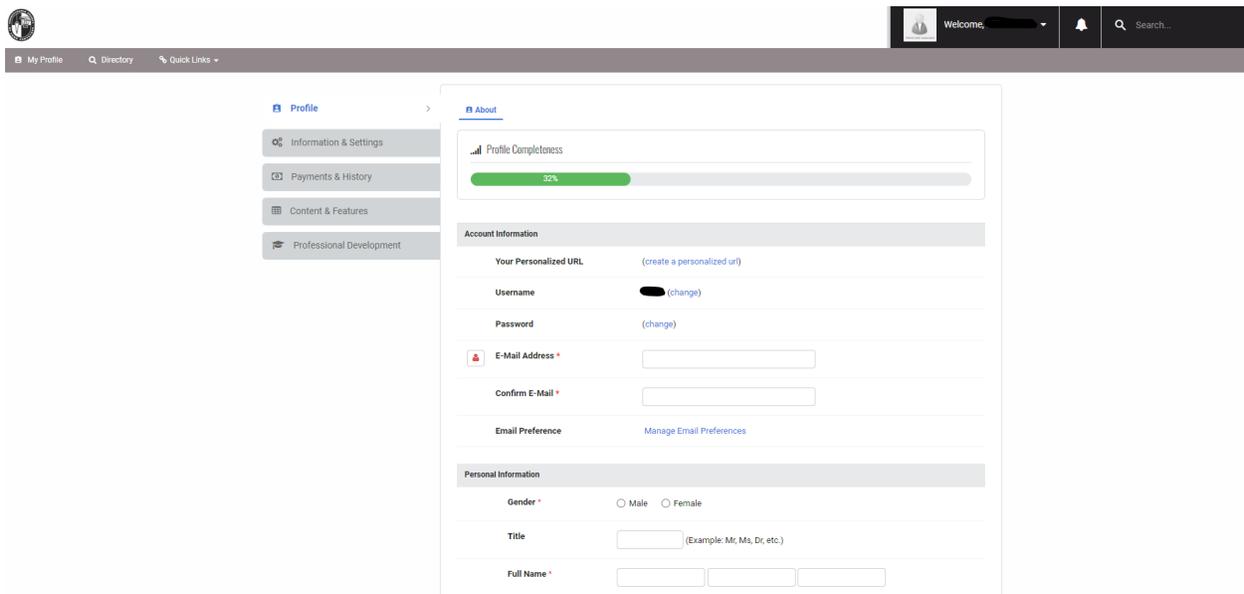
CALENDAR

more

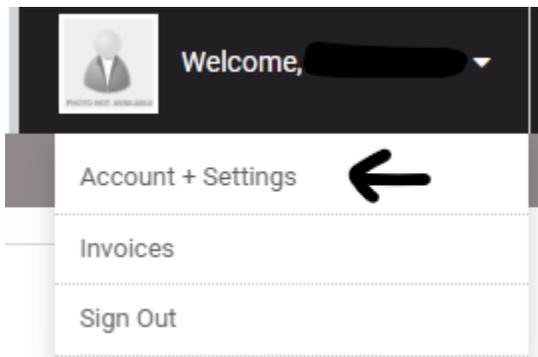
9/9/2022
31ST ANNUAL KING GEORGE GOLF OUTING & PICNIC

9/14/2022
WEDNESDAY WEBINAR: FEDERAL AND STATE LEGISLATIVE ISSUES IMPACTING THE SURVEYING PROFESSION

3) Once you log in, you should be directed to a page that looks like this.



If you are not on this page, you can always get here by clicking on the top right corner where it says, "Welcome, (Your Name)". From there, you can click on [Account + Settings] and it will direct you to this page.



- 4) To view your certificates, from the profile page we see, you can click on [Professional Development], as shown below. If you don't see the tabs to the left including the Professional Development tab, you may need to click a link under the "Profile Completeness" bar that says, "Increase Your Score" and then the tabs should appear.

The screenshot shows a user profile page. On the left, there is a navigation menu with the following items: Profile, Information & Settings, Payments & History, Content & Features, and Professional Development. The Professional Development tab is highlighted with a blue bar and an arrow pointing to it. The main content area shows the 'About' section with a 'Profile Completeness' bar at 22%. Below this are sections for 'Account Information' and 'Personal Information'. The 'Account Information' section includes fields for 'Your Personalized URL', 'Username', 'Password', 'E-Mail Address', and 'Confirm E-Mail'. The 'Personal Information' section includes 'Gender' (Male/Female), 'Title', and 'Full Name'.

- 5) Next, you should see a screen that looks like below. This page will list every certificate you have earned, whether it be from attending sessions from past conferences or from attending webinars. To view and print these certificates, simply locate and click the blue printer icon as shown below under "Options."

The screenshot shows the 'Certifications/Programs' page. The left navigation menu is the same as in the previous screenshot, but the 'Professional Development' tab is now active. The main content area has a filter section with dropdowns for 'Status' (All Statuses), 'Certification/Program' (All Certifications/Programs), and 'Credit Type' (All Types). There are also 'From' and 'To' date pickers for 'Credits Earned'. An 'Apply Filter' button is below the filters. Below the filter section are links for 'Export Entries (Unicode)', 'Print Transcript', 'Print Filtered Entries', and 'Email Transcript'. A table lists the certificates with columns for 'Options', 'Status', 'Entry Date', 'Details', 'Credits', 'Expires', and 'Score (%)'. The first row shows a certificate titled 'Latent Ambiguities and Other Evidentiary Problems Locating a Boundary' with a status of 'Approved' and an entry date of '8/25/2022'. A blue printer icon in the 'Options' column is highlighted with an arrow.

Options	Status	Entry Date	Details	Credits	Expires	Score (%)
	Approved	8/25/2022	Latent Ambiguities and Other Evidentiary Problems Locating a Boundary Attended Event: Latent Ambiguities and Other Evidentiary Problems Locating a Boundary	2	Never	N/A

- 6) When you click on the blue printer icon, a new window will open. This new window will display the certificate you have selected. If you wish to save it as a .pdf or print it, you can click on the [PRINT] button at the top left side of the window.

PRINT

CLOSE



Pennsylvania Society of Land Surveyors

CERTIFICATE OF COMPLETION

This is to certify that

[REDACTED]

has been awarded

2 Professional Development Hour (PDH) for the completion
of the following webinar

Latent Ambiguities and Other Evidentiary Problems Locating a Boundary

Presented by: Dr. Knud Hermansen

August 25, 2022
12:00 PM to 2:00 PM

Scott Reeser, PLS
PSLS Education Committee Chair