




FIADA Instructions: How to re-print Certificate

If you last completed C.E. Credit in 2013, you do not need to take C.E. in 2014, but you will need to submit a copy of your 2013 certificate to the Division of Motorist Services. If you took a FIADA C.E. or Title & Registration class in 2013, you may re-print your certificate by following the directions below.

1. Click here: <https://fiada.peachnewmedia.com/store/account/acct-login.php?&topicid=0>
2. Enter your username and password to login.


Welcome

To continue you need to login using your FIADA login credentials.

Create Account	Existing Account Login
<p>Paid membership benefits include full site access to members' only resources, free online continuing education, coupons, technical assistance and more. Here you will also have the ability to track event registrations and store orders.</p> <p>Nonmembers may create a login to track store orders and event registrations but won't have access to members' only resources or benefits.</p> <p>Create a New Account</p>	<p>Username  nicole@fiada.com</p> <p>Password </p> <p><input type="checkbox"/> Remember Me</p> <p> Login</p> <p>I don't know my password ></p>

Customer Support

Forgot your password? Click on the “I don’t know my password” link to reset your password, and check your email.

Create Account	Existing Account Login
<p>Paid membership benefits include full site access to members' only resources, free online continuing education, coupons, technical assistance and more. Here you will also have the ability to track event registrations and store orders.</p> <p>Nonmembers may create a login to track store orders and event registrations but won't have access to members' only resources or benefits.</p> <p>Create a New Account</p>	<p>Username <input type="text" value="nicole@fiada.com"/></p> <p>Password <input type="password"/></p> <p><input type="checkbox"/> Remember Me</p> <p>Login</p> <p> I don't know my password ></p>

3. Click on “My Account”

The screenshot shows the top navigation bar with links: Home, Consumer Corner, Dealer Training School, Membership, Resources, FIADA PAC, Events, Online Store, and Join Now. Below the navigation bar is a welcome message: "Welcome to your Peach New Media Classroom! You have successfully completed your registration for the following online content through Peach New Media." There is a "Classroom Search" section with a search box and a "Clear" button. Below that is an "On-demand Courses" section. On the right side, there is a blue sidebar menu with "Online Learning" (containing "Online Events" and "Help") and "My Account" (containing "My Account" and "Programs"). A callout box with the text "Click on 'My Account'" points to the "My Account" link in the sidebar.

4. Click “Click here to Complete...or Retrieve Completion Certificates”

The screenshot shows the FIADA website header with the logo and text: "Florida Independent Automobile Dealers Association" and "Serving Florida's Used Car Dealers Since 1940." Below the header is the same navigation bar as in the previous screenshot. The main content area is titled "Account Profile" and contains four sections: "Streaming Classroom" with a "Click Here to Proceed to Classroom" link; "My Orders" with a "Click Here to Review Your Order History or Print Invoices" link; "Manage Credit" with a "Click Here to Complete the Test for Credit Hours or Retrieve Completion Certificates" link (highlighted with an orange box and an orange arrow pointing down); and "Account Details" with "Contact Information" and "Shipping Information" links.

5. Scroll down, locate your class, and click “View Certificate”

Pending Credit

Oct 8, 2013	Online Title & Registration : Full Seminar	Take Test
May 17, 2013	Online Pre-Licensing Course 16 Hours: Full Seminar » Florida Department of Highway Safety - 16 hour(s) - Pre-Licensing Credit	Take Test

Submitted Credit

Feb 12, 2013	Online Title & Registration C.E. Credit: Full Seminar » Florida Department of Highway Safety - 8 hour(s) - Pre-Licensing Credit	View Florida Department of Highway Safety Certificate
Feb 12, 2013	Continuing Education Course: Full Seminar » Florida Department of Highway Safety - 8 hour(s) - Total General Hours	View Florida Department of Highway Safety Certificate

Expired Credit

You have no expired credit.

Callout Box: Locate your 2013 C.E. Certificate and click the “View” button

6. Make sure pop-ups are enabled! Your certificate will download as a PDF document. When you see the “Opening CreditCertificate.pdf”. Choose to “open” or “Save” your certificate, and then press “OK”

Pending Credit

Oct 8, 2013	Online Title & Registration : Full Seminar
May 17, 2013	Online Pre-Licensing Course 16 Hours: Full Seminar » Florida Department of Highway Safety - 16 hour(s) - Pre-Licensing Credit

Submitted Credit

Feb 12, 2013	Online Title & Registration C.E. Credit: Full Seminar » Florida Department of Highway Safety - 8 hour(s) - Pre-Licensing Credit
Feb 12, 2013	Continuing Education Course: Full Seminar » Florida Department of Highway Safety - 8 hour(s) - Total General Hours

Expired Credit

You have no expired credit.

Dialog Box: Opening CreditCertificate.pdf

You have chosen to open:
CreditCertificate.pdf
which is: Adobe Acrobat Document (256 KB)
from: https://fiada.peachnewmedia.com

What should Firefox do with this file?

Open with: Adobe Acrobat (default)

Save File

Do this automatically for files like this from now on.

OK Cancel

Callout Box: “Open” or “Save” your certificate. (Enable pop-ups!)

7. Your certificate will open! Print your certificate & submit it to DMV.

Certificate of Completion




This Certifies that

Company Name _____	Date of Birth _____
_____	Driver's License Number _____
Residential Address _____	Dealer License Number- V# _____

has successfully completed _____ hours of the

FIADA Online Continuing Education Course

Completed On _____

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