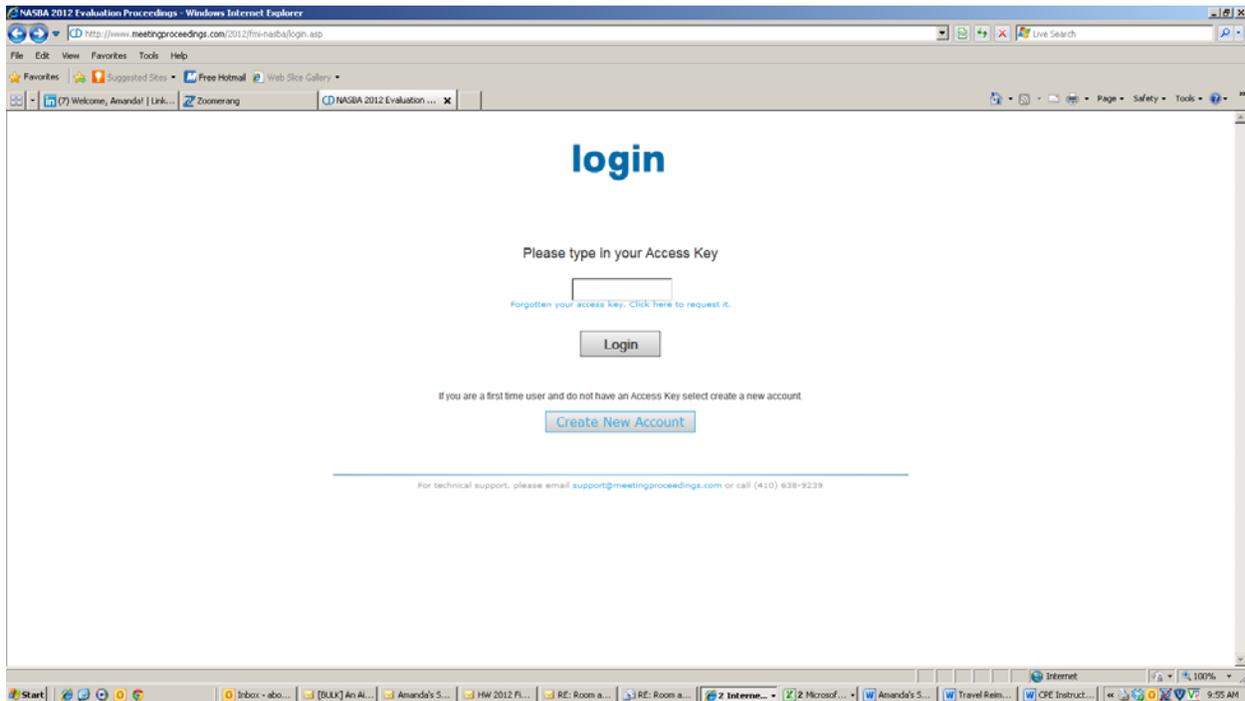


**FMI Financial Executive and Internal Auditing Conferences  
Instructions For Using The CPE Credits Online Processing System  
Technical Support: [Support@MeetingProceedings.com](mailto:Support@MeetingProceedings.com) / 410-638-9239**

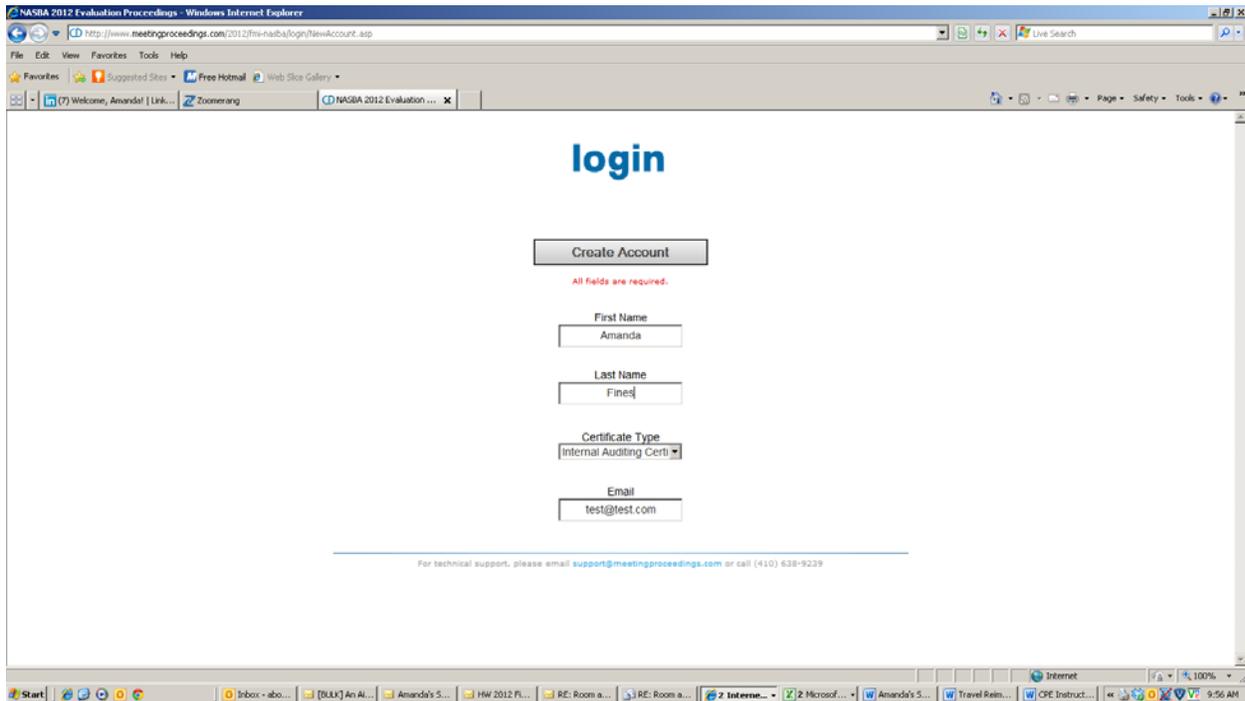
Log on to [www.meetingproceedings.com/CPES2012.htm](http://www.meetingproceedings.com/CPES2012.htm)



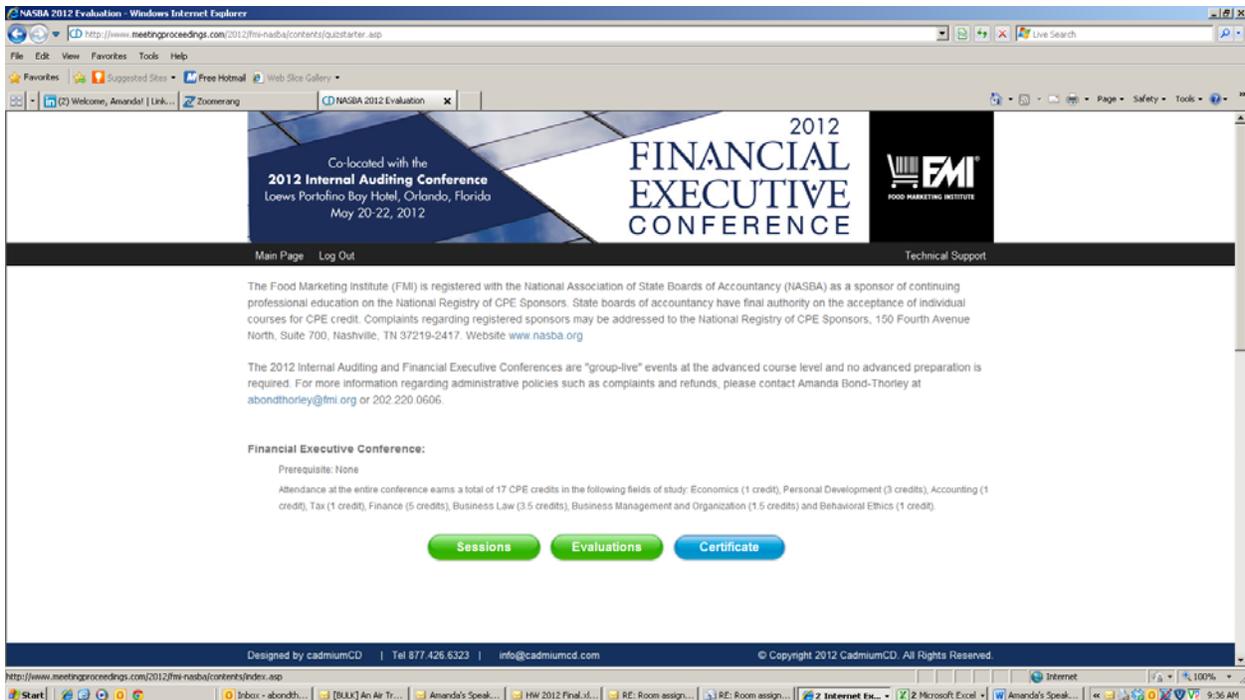
Click on “Create New Account”

If you are claiming credits for both the Financial Executive AND the Internal Auditing Conference, you will need to create separate accounts. However, you will use the same email address. If you register for 2 accounts, you will be sent 2 emails with 2 separate access keys.

If you forget your password, click on the “Forgot Your Access Key” link and your password will be sent to you. Please remember that if you register 2 accounts, you will get 2 emails. You need to select the correct access code for the conference for which you are claiming credits.



Enter your name, email address and the conference for which you are claiming credits



Click on the button "Sessions"

Co-located with the  
**2012 Internal Auditing Conference**  
Loews Portofino Bay Hotel, Orlando, Florida  
May 20-22, 2012

**2012 FINANCIAL EXECUTIVE CONFERENCE**

Technical Support

Continue

Date	Time	Title	Speaker(s)	Voucher Code
5/21/12	8:15 AM – 8:45 AM	The Food Retail Industry Speaks	Pat Walsh	<input type="text"/>
5/21/12	8:45 AM – 9:45 AM	Rebooting IT: Cloud Computing, Mobility and The Impact on Loss Prevention	Phillip Belena, Craig Moyer	<input type="text"/>
5/21/12	10:00 AM – 11:00 AM	The Big Picture: Macroeconomic Factors Affecting The Food Retail Industry	Scott Moses	<input type="text"/>
5/21/12	11:15 AM – 12:15 PM	Tax Update: Changes, Trends, Impacts	Rick Balline, Dustin Peterson, Natalie Tucker	<input type="text"/>
5/21/12	12:00 PM – 1:30 PM	Catch Me if You Can: The Story of Frank Abagnale	Frank Abagnale	<input type="text"/>

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Enter the appropriate codes given to you at the conference. Please remember that for breakout sessions you can claim only one session. The system will not allow you to claim both. Also, if you claim the joint sessions (Catch Me if You Can, Fraud Seminar etc.) under one conference you cannot claim it again for the other conference. The same applies for the Open Forum. You can only claim that session for one conference. If you do try to claim 2 concurrent sessions, you will get the following error message:

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**2012 Financial Executive Conference**  
Loews Portofino Bay Hotel, Orlando, Florida  
May 20-22, 2012

**2012 INTERNAL AUDITING CONFERENCE**

Prerequisite: Previous experience in supermarket auditing procedures.  
Attendance at the entire conference earns a total of 21 CPE credits in the following fields of study: Personal Development (1.5 credits), Accounting (1 credit), Auditing (13 credits), Finance (1 credit), Business Law (2 credits), Business Management and Organization (1.5 credits) and Behavioral Ethics (1 credit).  
Please note that the proper calculation method for CE credits is total number of minutes PER FIELD OF STUDY, divided by 50 and ROUNDED DOWN to the nearest half credit. Thus, a 2 hour session (120 minutes) counts for 2 credits (120 divided by 60 = 2, ROUNDED DOWN to 2.0 credits). For concurrent sessions, you may claim only ONE.

There is no longer a need to sign in or out at each session since the codes validate your participation. As such, in order to protect the integrity of the system, we cannot give out codes before or after the session ends.

Sessions Evaluations Certicate

**You did select some presentations that occurred at the same time and only one of those was accepted for your evaluations.**

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You must then return to your sessions and remove the code.

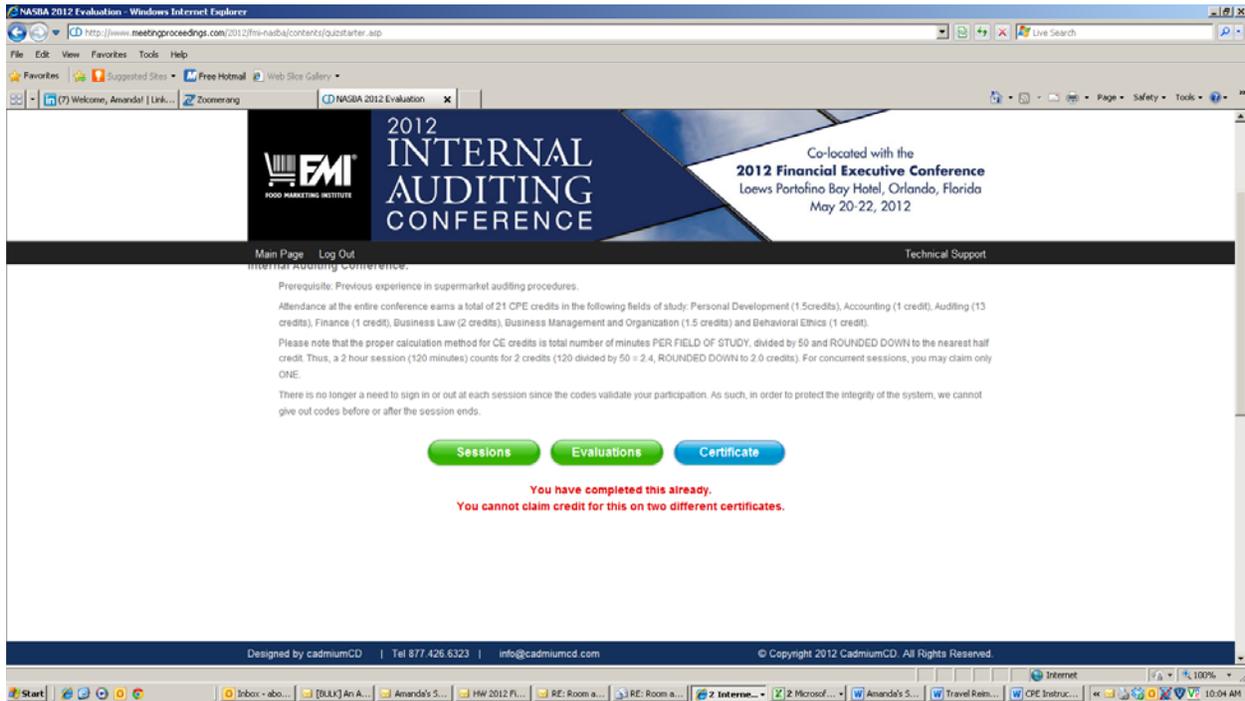
When you have entered all your codes, return to the main page and click on “Evaluations”

The screenshot shows the main page of the NASBA 2012 Evaluation website. The header features the logos for the 2012 Internal Auditing Conference and the 2012 Financial Executive Conference, both co-located at the Loews Portofino Bay Hotel in Orlando, Florida, from May 20-22, 2012. The Food Marketing Institute (FMI) logo is also present. Below the header, there are links for "Main Page" and "Log Out" on the left, and "Technical Support" on the right. The main content area contains text explaining the FMI's registration with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education. It also states that the 2012 Internal Auditing and Financial Executive Conferences are "group-live" events. A section titled "Financial Executive Conference:" lists prerequisites (None) and the total CPE credits earned (17) across various fields of study. At the bottom of the main content area, there are three green buttons: "Sessions", "Evaluations", and "Certificate". The footer includes contact information for CadmiumCD and a copyright notice for 2012.

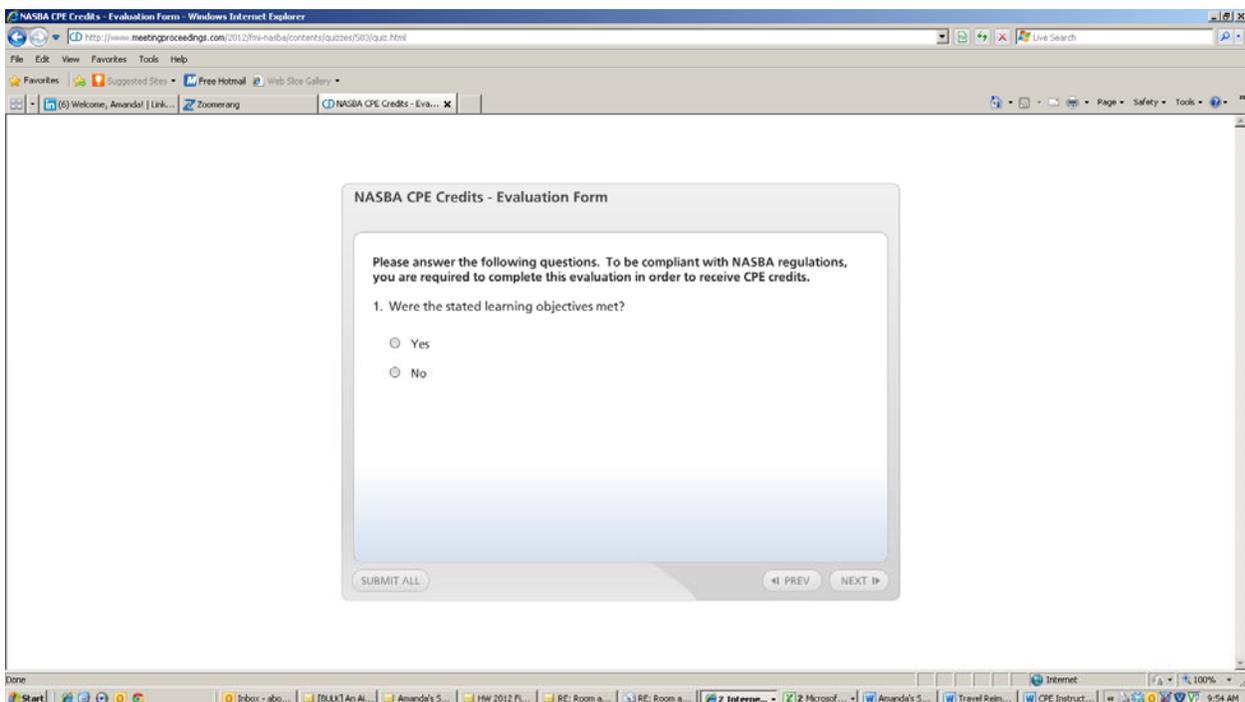
You must evaluate each individual session for which you are claiming credits.

The screenshot shows the "General Evaluations" page of the NASBA 2012 Evaluation website. The header is similar to the main page, featuring the logos for the 2012 Internal Auditing Conference and the 2012 Financial Executive Conference. Below the header, there are links for "Main Page" and "Log Out" on the left, and "Technical Support" on the right. The main content area contains a message: "Please click on the green evaluation buttons by the sessions you selected." Below this message, there are three sessions listed, each with a green "Evaluation" button: 1. "The Food Industry Speaks" (8:15 AM - 8:45 AM, Pat Walsh). 2. "Rebooting IT: Cloud Computing, Mobility and the Impact on Loss Prevention" (8:45 AM - 9:45 AM, Phillip Beiena, Craig Moyer). 3. "Social Media: Internal Audit Approaches to Protect Your Brand and Bottom Line" (10:00 AM - 11:00 AM, Daimon Geopfert, Jeff Hall). The footer includes contact information for CadmiumCD and a copyright notice for 2012.

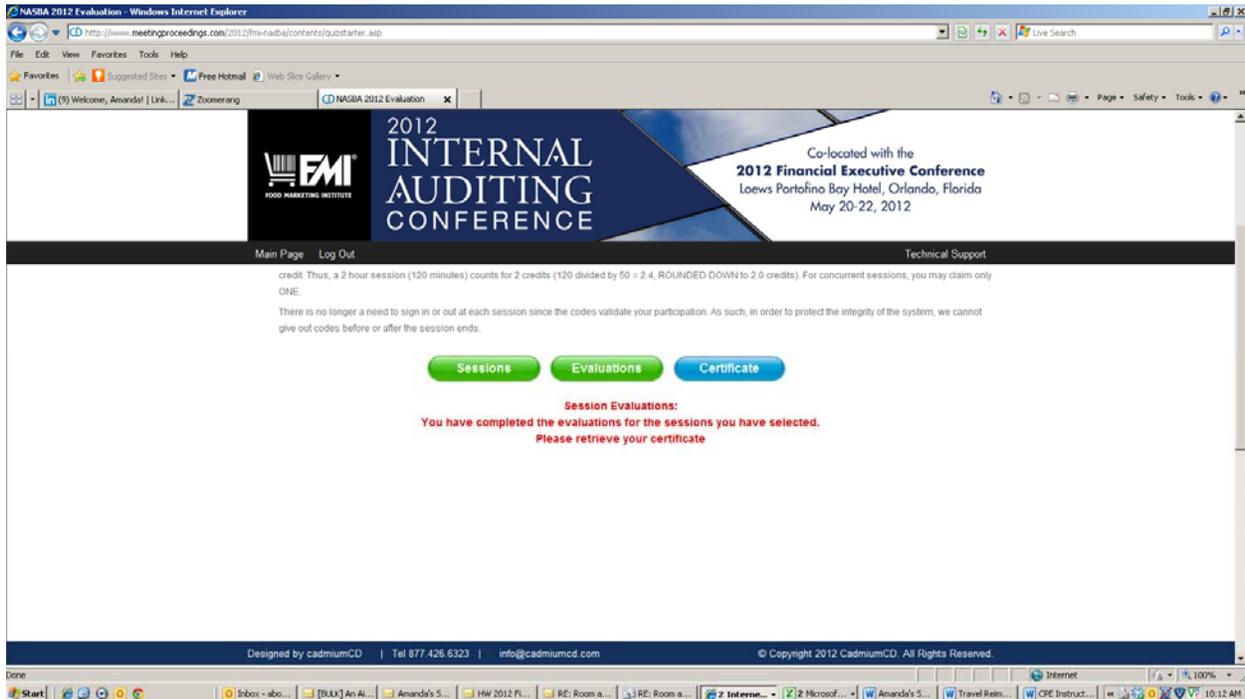
If you have already claimed a joint session and evaluated it for another conference, you will get the following message. You must then return to your sessions and remove the code.



Answer the questions for each evaluation and enter "Submit"



Once you have completed all the evaluations, return to the main page and click on “Certificate”



Check your credits and print out your certificate. Remember, you can claim a maximum of 17 credits for the Financial Executive Conference and 21 for the Internal Auditing Conference. If you claim credits under both conferences, you can still only claim a maximum of 21 credits.

