

**Step 1** Log in to your Fla Bar account.

**Step 2** On the right hand side, click the green button

Update My Fees  
Current Member Dues Paid  
My Invoices  
No Invoices Found  
237370 My CLE Show More  
CLE Cycle Incomplete Due 01/31/2021  
General 24.5 of 30 Ethics & Prof 7.5 of 5  
I Have Credits to Post

**Step 3** Indicate what type of credit.

*All CFPA-sponsored CLEs are NALA-approved, unless otherwise noted.*

### CLE Post Credits

Select Course Provider:

- The Florida Bar
- National Association of Legal Assistants (NALA)
- National Federation of Paralegal Associations (NFPA)

Submit

For NALA CLEs, go to Step 4

For Fla Bar CLEs, go to Step 5

**Step 4** –Complete form with the Course Title, Date of Course and Credit Type.

*All this information is contained on the Certificate of Attendance you received at the end of each CFPA CLE seminar.*

### CLE Post Credits

Bar Number: 237370  
Course Title:   
CE Provider: NALA  
Date of Course Completion:   
CLER Credits:  
Type  
General CE Credit:  .  0  
Ethics Credit:  .  0  
Professionalism Credit:  .  0

**SKIP TO STEP 7**

**Step 5 – Enter the Course Number you were given at the end of your CLE and click search.**

## CLE Post Credits

Select Course Provider:

- The Florida Bar
- National Association of Legal Assistants (NALA)
- National Federation of Paralegal Associations (NFPA)

Submit

## CLE Post Credits

Course Number:

Search

**Step 6 – Confirm the CLE title and enter the DATE you attended**

## CLE Post Credits

Bar Number: 237370  
Course Number: 1705377N  
Course Title: Social Media: Ethics and Records Implications for  
CE Provider: ATTORNEY CREDITS  
Date of Course Completion:

CLER Credits:

Type	Available	Posted
General CE Credit	1.0	1.0
Ethics Credit	1.0	1.0
Professionalism Credit	0.0	0
Substance Abuse	0.0	0
Mental illness	0.0	0

**Step 7 – Read and make the affirmation by checking agree & click submit**

### Member Affirmation

Upon submission of this entry, I hereby acknowledge that the CLE course and credit information entered above is an accurate reflection of that which I completed and am entitled to claim.

I agree

Submit

Cancel

# CLE Post Credits

Credits successfully posted.