

EPEC REFERENCE GUIDE



Username: _____ **Password:** _____

NAED welcomes you to EPEC and is committed to providing support during your training.

This guide is just one of many resources available to you. You will learn how to log into the NAED Learning Center, access your training, find helpful resources, use the Forum, and more.

This guide is hyperlinked for your convenience, so let's get started.

Select a topic by clicking one of the buttons below:

The NAED Learning Center



Capstone Project and Program Completion



Program Versions and Process



EPEC Forum Walk-through



The Introduction Module



Helpful Forum Resources



Online Modules and Workbooks



The Academic Integrity Policy



The Final Exam



Forgotten Password and Additional Assistance



The Program Evaluation Survey



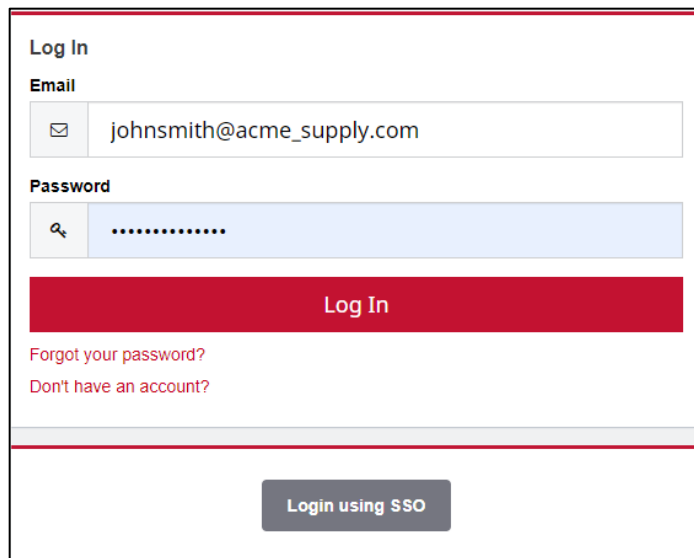
Your Member Profile



The NAED Learning Center

Log In to the Learning Center

1. When your NAED Learning Center account is created, your login credentials will be emailed to you.
NOTE: Your credentials will typically be your work email address and a system-generated password which you can change later.
2. Click the provided link in the email or go to <https://members.naed.org/ologin>
NOTE: If available, we recommend using Chrome or Firefox as your browser for the best experience.
3. Enter your login credentials and click **Log In**. Then click 'Learning Center' in the top bar
NOTE: If your company is an NAED SSO Partner, just click the Login using SSO button at the bottom of the page.

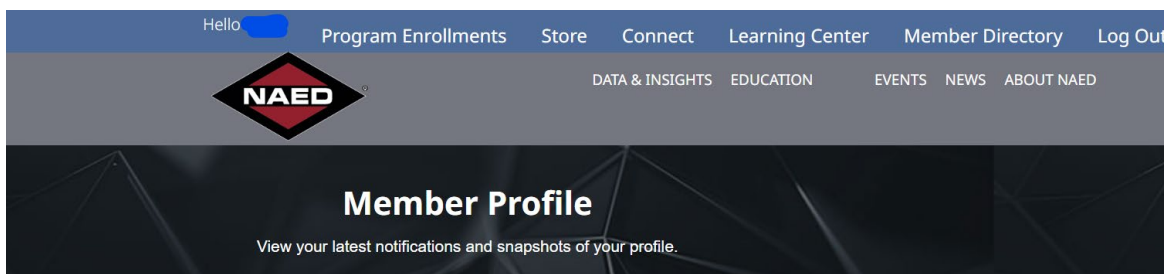


The screenshot shows a login form titled "Log In". It has two input fields: "Email" with the value "johnsmith@acme_supply.com" and "Password" with masked characters. Below the fields is a red "Log In" button. Underneath the button are two links: "Forgot your password?" and "Don't have an account?". At the bottom of the form is a grey button labeled "Login using SSO".

Once signed in, you will be redirected to your "Dashboard" page on the NAED Learning Center. All assigned training may be accessed from this page.

NOTE: If you would like to learn how to change your password, click this "Forgot your password?" button.

FORGOT YOUR PASSWORD?



Once signed in, you will be on your "Dashboard" page on the NAED Learning Center. All assigned training may be accessed from this page.

The NAED Learning Center (cont.)

Your Learning Center Dashboard

Dashboard / NAED

QUICK LINKS 1

NAED
Job Aid: How to search for a course
Job Aid: How to launch a course
Job Aid: How to access assigned and completed training
TED Magazine
Contact Us

CURRENT LEARNING 4

EPEC Automation: 2023	0%
EPEC Bronze 2023	0%
EPEC Datacom & Video 2023	0%
EPEC Gold 2023	0%
EPEC Lighting 2023	0%
EPEC Silver 2023	0%

Welcome to the National Association of Electrical Distributors learning portal!

Search the entire NAED catalog for educational opportunities including in-person or online training programs for all roles within your business. Each program is designed to enhance your skills and knowledge to ensure you are fully prepared to serve your customers.

EARN RECOGNITION FOR YOUR KNOWLEDGE

Now Enrolling for our 2025 Class!

FEATURED LINKS

Sharing a Vision
NAED
Managing the Business

CALENDAR

September 2024

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

- 1 Quick links:** Provide access to our websites, Learning Center training, Contact Us information, Live Chat.
- 2 Browse Our Catalog:** Lists all available NAED, manufacturer, and third-party courses. You can use the search bar to look for a specific course and can filter by Learning Type, Category, and Manufacturer Training.
- 3 My Learning:** Click My Learning to see your current Courses and Programs as well as a list of your Completed Training. You can
- 4 Current Learning:** Provides quick access to your current enrolled courses.

Program Versions and Process

Which version of EPEC do you prefer?

In the new EPEC 2023 NEC/2021 CE edition, we are offering multiple ways to receive your EPEC content. You may view content online on the Learning Center, read the content in PDF eBook form, or read printed content modules.

Paperless Version:

EPEC goes green. In the paperless version of EPEC, the online course modules are provided on the NAED Learning Center site. You will also be provided with PDF (eBook) copies of the content modules that you can save for future reference. You will also complete all EPEC exercises using electronic PDF workbooks (no more handwritten work.) You will then submit your completed workbooks to NAED for review via Dropbox.

EPEC training is now tablet friendly!

Printed Content & Online Version:

With this option, you will receive everything included in the paperless version as well as printed copies of the content modules (which are also available as PDF eBooks on the Learning Center).

Offline content now includes QR codes!

The EPEC Process

Here are the steps you will follow as you work through the EPEC program:

1. You are assigned the appropriate EPEC program on the Learning Center.
2. You will complete the *EPEC Introduction* module and explore your EPEC resources.
3. You will then begin the first online module or read the eBook or printed module.
4. As you finish each chapter, you will complete the exercises in the PDF workbook.
5. When complete, you will submit your workbook to NAED for review via Dropbox.

NOTE: You can use the Feedback link within any online module to email us with your questions or comments.

6. Your received module workbook is then assigned to an EPEC Reviewer to be evaluated.
7. The Reviewer evaluates your workbook and sends the results to NAED:

NOTE: On your transcript, the module status will now show "Completed" or "Incomplete."

- If your workbook is marked Completed, your work was acceptable so you can continue.
 - If your workbook is marked Incomplete, you will need to review the comments from your Reviewer, revise your workbook as needed, and then resubmit for another review.
8. Once all your module workbooks have been reviewed and marked completed, you will launch the *Final Exam*.

Click Here for more info about EPEC resources.



Program Versions and Process

9. Once you have passed the exam, you will complete the *Program Evaluation* survey.
NOTE: Please be honest and detailed with your feedback, so we can improve the EPEC program.
10. After you have passed your final exam and completed the evaluation, you will complete your *Capstone Project* workbook and submit it to NAED via Dropbox for evaluation by a Reviewer.
11. As soon as your Capstone Project is reviewed as acceptable, you are officially an EPEC graduate.

Online Modules and Workbooks

Before beginning the EPEC Bronze level, you will need to complete the EPEC Introduction module. This is a required module that provides a walk-through of the program, explaining the processes, expectations, training materials, and other resources you will need to successfully complete EPEC.

Accessing the EPEC Introduction Module

1. [Login](#) to the NAED Learning Center.
2. Select **My Learning** on the top.
3. Select the **EPEC Bronze 2023** program and click the **Launch Course** button.
4. Click the **EPEC Introduction** link and then the **Enter** button to launch the module.

NOTE: Once you begin a module, it shows your Progress on the My Learning Courses and Programs tabs.

Once you complete the module, it will display on the My Learning Completed Training tab.

Dashboard / My courses / EPEC / EPEC Bronze 2023


EPEC BRONZE 2023

- ▶ Participants
- ▶ General
- ▶ EPEC Bronze 2023: Introduction
- ▶ EPEC Bronze 2023: Module 1
- ▶ EPEC Bronze 2023: Module 2
- ▶ EPEC Bronze 2023: Module 3
- ▶ EPEC Bronze 2023: Module 4
- ▶ EPEC Bronze 2023: Final Exam 2023
- ▶ EPEC Bronze Program Evaluation
- ▶ EPEC Bronze 2023: Capstone Project

Announcements

- EPEC Submission Tutorial Video
- EPEC Forum and Resources
- EPEC Bronze Offline Module 1
- EPEC Bronze Offline Module 2
- EPEC Bronze Offline Module 3
- EPEC Bronze Offline Module 4

EPEC Bronze 2023: Introduction



EPEC Introduction

Online Modules and Workbooks

You will launch the remaining EPEC modules from the Learning Plan page just as you did the Introduction module. You will locate the module and click the title link to launch the online course.


EPEC Online Module & Workbook Exercises

Once you have launched an EPEC program, you can view the content by opening the module files and navigating through the pages as instructed.

You will need to also download the associated Workbook and Plans & Specifications PDFs to complete the module exercises. To do this, follow these steps:

1. Click the **EPEC Bronze 2023: Module Workbook** link under the Module. The workbook will open in a new tab in Acrobat in your browser. Click the More menu (3 dots) and download the file to your computer to complete.
 - **Workbook PDF:** This electronic document contains the module questions and exercises you will complete for evaluation. Once downloaded, make sure to open this document with the free *Adobe Acrobat Reader*. It will not work properly with other programs. You can download this application [here](#).
2. Click the **EPEC Bronze 2023: Module Plans & Specifications** link under the Workbook. The file will open in a new tab in Acrobat in your browser. Click the More menu (3 dots) and download the file to your computer to view with *Adobe Acrobat Reader*.
 - **Plans & Specifications PDF:** This electronic document includes the plans, specifications, and drawings you will need to complete the module workbook exercises.

EPEC Bronze 2023: Module 1



- EPEC Bronze 2023: Module 1
- EPEC Bronze 2023: Module 1 Workbook **1**
- EPEC Bronze 2023: Module 1 Plans & Specifications **2**

You **must** use the free Adobe Reader to enter and save your work in the electronic workbook. It is important that you save the workbook PDF to your computer BEFORE you begin to work in this document.

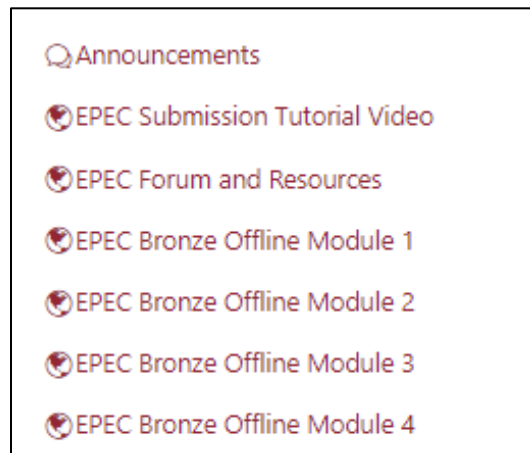
1. Complete the Chapter 1-5 questions and exercises in your *EPEC Bronze Module 1* workbook.
2. Complete the EPEC Assignment also found in your *EPEC Bronze Module 1* workbook.
3. Submit your work for review using the button found at the end of your workbook.

EPEC Reviewers will then evaluate and grade your workbook. If deemed acceptable, this module assignment will be marked "Completed" on your online transcript. Our Reviewers may request you make modifications to your workbook and then resubmit for another review.

Online Modules and Workbooks

At the top of the EPEC program page, above the Introduction module, there are links to other resources that can help you successfully complete your EPEC modules:

- **Submission Tutorial Video:** This video shows you how to complete and submit a module workbook for review.
- **EPEC Forum and Resources:** This website community allows you to post any questions so you can get help from the EPEC Reviewers. The site also contains numerous documents and links to help you complete your EPEC assignments.
- **Offline Module PDFs:** These electronic PDFs contain the same information as the online modules if you prefer to read the content on your computer or tablet.



Online Modules and Workbooks (cont.)

Follow these steps to complete and submit your EPEC module workbooks.

*Verify you're using Adobe Reader **BEFORE** starting your workbook.

Click here for a free download!



1. Download and install the free *Adobe Acrobat Reader* application on your computer.
2. Download the EPEC workbook from the EPEC Program page as shown in the previous section.
3. Open your workbook PDF in *Adobe Acrobat Reader*. *NOTE: Make sure you are in Adobe Reader before filling out. Do not complete the workbook online--it will not save your responses.*

4. For each question, select the appropriate answer(s) or type your response in the blue space provided below the question.
NOTE: There are certain areas reserved for Reviewers that you can ignore: the Correct and Needs Work checkboxes, the Reviewer's Comments below each question, and the Reviewer Comments on page 3. These fields will be used to provide feedback to you.

6. Select all that apply. Which materials offer less resistance to the flow of electrical current? Correct Needs Work

Copper Glass
 Wood Aluminum
 Plastic Air

Reviewer's Comments:

7. Fill in the blank. The electromotive force at ground (the earth) is measured as: Correct Needs Work

Reviewer's Comments:

5. Answer all the questions and complete all the exercises in workbook.

Some of the workbook questions and exercises will require you to attach drawings, catalog cut sheets, and a bill of materials. Each of these documents will need to be scanned and saved as files on your computer with an appropriate file name based on the products or exercises they are referencing. When a question or exercise requires a cut sheet or drawing, you will see an *Attach Here* paperclip icon.

Follow these steps to attach a file to the workbook:

1. With the workbook open, click Edit.
2. Click More.

1 Edit Convert E-Sign

2 More

8. Write the NEC, or CE Code, article number that refers to underground feeder cable: Correct Needs Work

Reviewer's Comments:

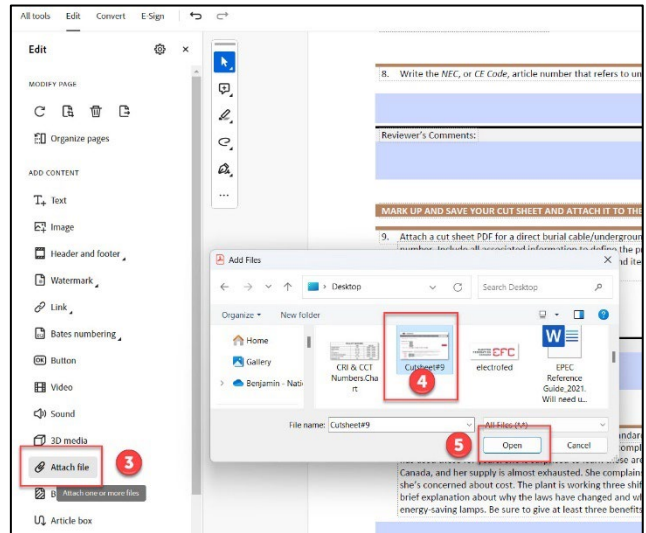
MARK UP AND SAVE YOUR CUT SHEET AND ATTACH IT TO THE APPROPRIATE ICON BELOW.

9. Attach a cut sheet PDF for a direct burial cable/underground feeder, indicating the part number. Include all associated information to define the product, including pictures and descriptions. Indicate the project name (Cable Cut) and item number (1) in the upper right-hand corner of the cut. Correct Needs Work Attach Here

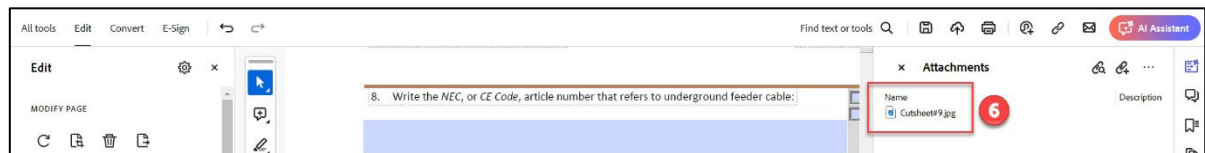
Reviewer's Comments:

10. A plant maintenance manager has always ordered standard 100W incandescent lamps to replace those that burn out in the factory and office consoles. The facility is quite old and...

3. Click **Attach Here** A pop-up window will appear so you can find and select the file you want to attach.
4. Select the appropriate file
5. Click **Open**. Your file is now attached to the workbook. A helpful hint is to name your attachment the number of the question. It's easier for you and the reviewer to find.



6. You should see the file attached to the right.



When you are ready to submit your completed workbook for review, go to the second-to-last page and click the **Workbook Submittal** button and your browser will open the NAED Dropbox site.

1. Click **Choose files** and a pop-up window will appear.
2. Find and select your module workbook PDF and click **Open**.
3. Type your first name, last name, and email address and click **Upload**.



You will receive a submission verification email, and your workbook will be assigned to a Reviewer. Once evaluated, you will be contacted by NAED with your results and next steps.

Final Exam & Program Evaluation

Once you have completed the EPEC Introduction module, and all your module workbooks have been evaluated as acceptable, the Final Exam will unlock for you to complete.

Accessing the Final Exam

1. [Login](#) to the NAED Learning Center.
2. Select **My Learning** on the top.
3. Select the **EPEC Bronze** program.
4. Scroll down and click the **EPEC Bronze: Final Exam** link to launch the exam.

EPEC Bronze 2023: Final Exam 2023



EPEC Bronze 2023: Final Exam 2023

When you launch the exam, you will first see instructions that explain that you will be presented with 100 random questions covering EPEC Bronze Modules 1 through 4. There is no time limit on the exam, but you must answer all the questions. To pass the exam, you must score 75% or higher, and your score will be posted in your Completed Training.

As you take the exam, you will be presented with multiple-choice, multiple-select, true-false and matching questions.

- You can move forward and backward in the exam using the **Next Page** and **Previous Page** buttons.
- You can use the **Quiz Navigation** box to go directly to a specific question. It will also show you which questions you have answered (shaded gray) and any you have missed or skipped (white background).

Dashboard / My courses / EPEC / EPEC Bronze 2023 / EPEC Bronze 2023: Final Exam 2023 / EPEC Bronze 2023: Final Exam 2023

QUIZ NAVIGATION

Exam Instructions: In this exam, you will be presented with 100 random questions covering EPEC Bronze Modules 1 through 4. There is no time limit on the exam, but you must answer all the questions. To pass the exam, you must score 75% or higher. You can

1 2 3 4 5 6 7 8 9 10 11
12 13 14 15 16 17 18 19 20 21 22
23 24 25 26 27 28 29 30 31 32 33
34 35 36 37 38 39 40 41 42 43 44
45 46 47 48 49 50 51 52 53 54 55
56 57 58 59 60 61 62 63 64 65 66
67 68 69 70 71 72 73 74 75 76 77
78 79 80 81 82 83 84 85 86 87 88
89 90 91 92 93 94 95 96 97 98 99
100

Finish attempt

Question 6
Not yet answered
Points out of 1.00

What is the power used

Select one:

a. 24W

b. ...V

c. 230W

d. /

Question 7
Not yet answered
Points out of 1.00

Which of the following statements best describes

Select one:

a. A force or pressure that pushes

b. ...

c. The amount of current flowing through l. ...5

Question 8
Not yet answered
Points out of 1.00

Which of the following are

Select one or more:

a. ...

b. It is the point where circuit-protective ...

c. ...

d. It measures the use of power.

e. It divides the incoming power into the various ...

You can exit the exam at any time and resume it later. When you relaunch the course, you can click on the **Final Exam** link and then click **Continue the last attempt** to pick up where you left off.

After you have answered all the questions, click the Finish Attempt button. From here, you can:

- Click on any question number to review it and modify your answer if desired.
- Click **Not Yet Answered** to view any questions you left blank and complete them.
- You can also click **Return to attempt** to reopen the full exam. When you are satisfied, you can then click **Submit all and finish** to view your score and feedback.

Final Exam & Program Evaluation

Once you have completed your Final Exam, you are ready to begin the Evaluation Survey. We truly value and consider your feedback as we continue to improve future EPEC editions.

Complete the EPEC Program Evaluation

1. [Login](#) to the NAED Learning Center.
2. Select **My Learning** at the top of the page.
3. Enter the **EPEC Bronze** program.
4. Scroll down and click the **EPEC Bronze Program Evaluation** link and click **Answer the questions** to launch the survey.

The evaluation will appear in the same browser window. You can respond to as many questions as you like.

Many questions include an area where you can type any additional comments you have. The more detail you can provide, the better we can address your feedback and continue to improve the program.

Be honest about what you liked and what you disliked. Your opinions matter and help us identify ways to improve the program for future EPEC learners.

When you are satisfied with your responses, click the **Submit your answers** button at the bottom of the page.

The *EPEC Program Evaluation* will be automatically updated as Completed. You can then move on to the last section of the EPEC program, the *Capstone Project*.



Dashboard / My courses / EPEC / EPEC Bronze 2023 / EPEC Bronze Program Evaluation / EPEC Bronze 2023: Program Evaluation / Complete a feedback

EPEC Bronze 2023: Program Evaluation

Mode: Anonymous

The content in the EPEC program was relevant to my business needs.

Not selected

(1) Strongly Disagree

(2) Disagree

(3) Neutral

(4) Agree

(5) Strongly agree

Additional comments:

The subject matter was well organized.

Not selected

1/ Strongly Disagree

2/ Disagree

3/ Neutral

4/ Agree

5/ Strongly agree

Additional comments:


Capstone Project and Program Completion

Once you have completed the Evaluation Survey, you are ready to begin the Capstone Project. The Capstone Project is the culmination of your EPEC learning experience. You will review drawings and specifications for a typical customer job. You will then use all of your EPEC knowledge and resources to identify products that will best address the customer's needs and create a submittal package for review.

Complete the EPEC Capstone Project

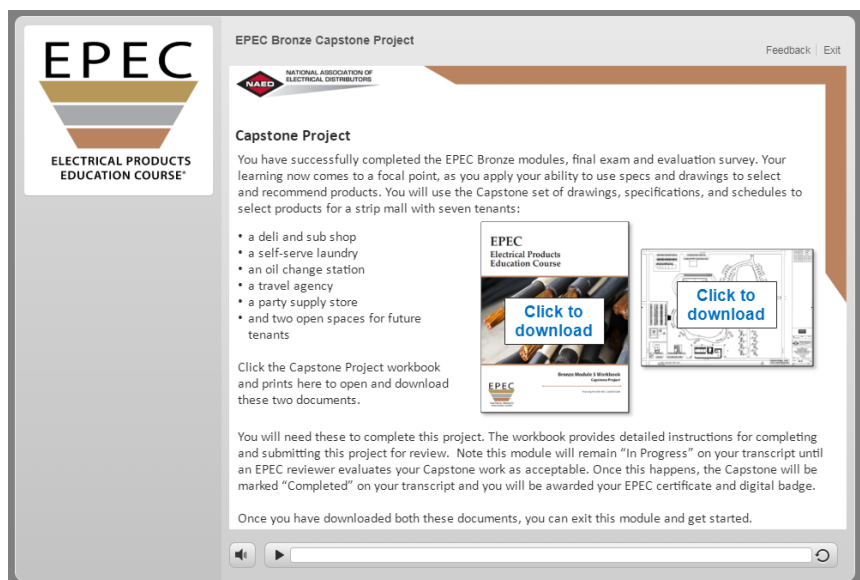
1. [Login](#) to the NAED Learning Center.
2. Select **My Learning** at the top of the page.
3. Enter the **EPEC Bronze** program.
4. Scroll down and click the **EPEC Bronze Capstone Project** link and then click **Enter** to launch the module.

EPEC Bronze 2023: Capstone Project

 EPEC Bronze 2023: Capstone Project

The brief online module will launch and explain how you can get started on the *Capstone Project*. You will follow these steps:

1. Download both the Workbook and Plans & Specs PDFs from the online module and save these files on your computer. Then exit the online module.
2. Like the other EPEC workbooks, use *Adobe Reader* to read about the project and answer the questions that are presented.
3. Review the plans and specs as instructed and then find and prepare electronic catalog cut sheets and a bill of materials to attach to the workbook.
4. Check your work for completeness and submit your workbook for review via Dropbox as you did for the other EPEC workbooks.
5. Once your Capstone Project has been reviewed and deemed acceptable, your transcript will be updated with a Completed status.



Once your *Capstone Project* has been successfully completed, you will be an EPEC Bronze graduate. You will be recognized in several ways:

- You will receive a framed Certificate of Completion in the mail.
- You will be sent a link to an EPEC Bronze digital badge which you can use on emails and social media.
- You will be recognized as an EPEC graduate in tED Magazine.



EPEC Forum Walk-through

NAED's EPEC Forum site is an important resource for you as you participate in the EPEC program. The Forum is a site where you can get answers to your questions from the EPEC Reviewers themselves. The Forum also offers a wide range of additional resources that can help you succeed in the EPEC program.

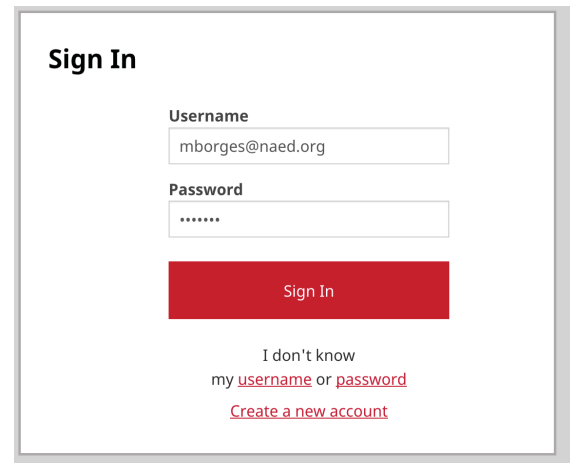
Sign In to the EPEC Forum

Go to: <https://connect.naed.org/epec> and enter your NAED/Learning Center username and password. Click **Sign In**.

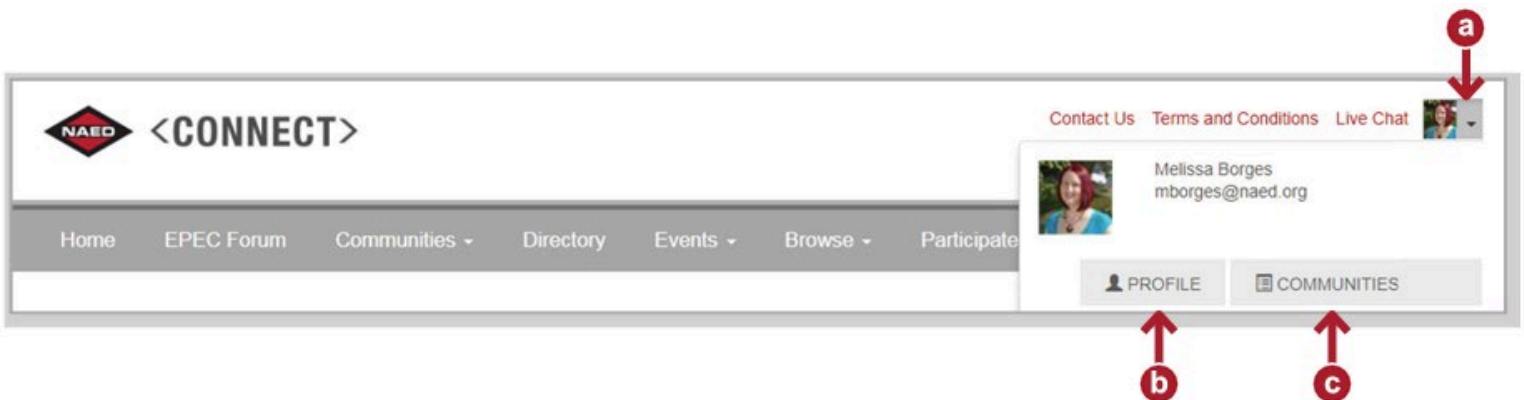
Your username is your company email address. If you don't remember your password, click the link below the Sign In button to receive an email with instructions to reset it.

When you sign in, you will be presented with the EPEC Forum home page. In the upper-right, you will see your profile menu **(a)**.

- To update your profile, click the triangle button on the right and select the **Profile (b)** option from the drop-down menu. On this page, you can add a photo of yourself and update your bio, education, and job history.
- To view your community subscriptions, click the **Communities (c)** option from the drop-down menu. This will list the EPEC Forum and any other NAED communities you participate in.

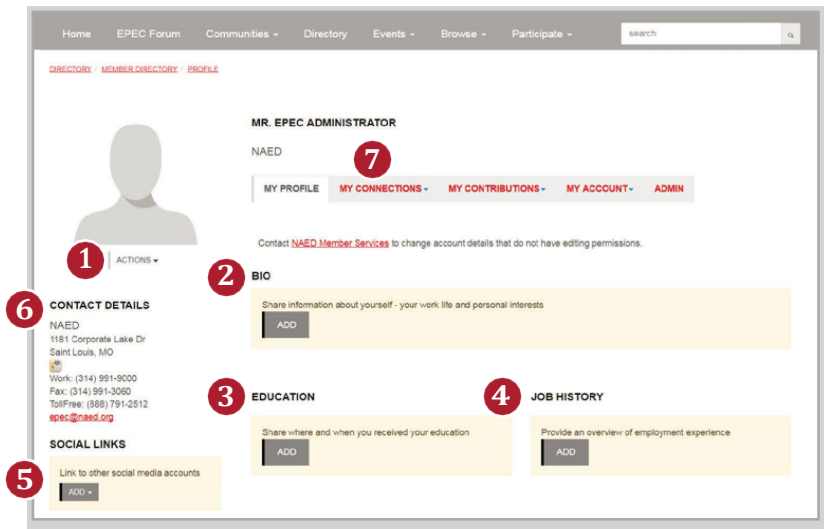


The screenshot shows a 'Sign In' form with two input fields: 'Username' containing 'mborges@naed.org' and 'Password' with masked characters. Below the fields is a red 'Sign In' button. Underneath the button, there is a link for users who don't know their credentials: 'I don't know my [username](#) or [password](#)' and a link to 'Create a new account'.



EPEC Forum Walk-through (cont.)

Updating Your EPEC Forum Profile



You may update your profile with additional information in these sections:

- 1 **Picture** (click **Actions** > **Change Picture**)
- 2 **Picture) Bio** (click **ADD**)
- 3 **Education** (click **ADD**)
- 4 **Job History** (click **ADD**)
- 5 **Social Media Links** (click **ADD**)

NOTE: The Contact Details section (6) can only be changed or updated by an NAED staff member. If you wish to have this information changed, please contact NAED at: memberengagement@naed.org or call (888) 791-2512.

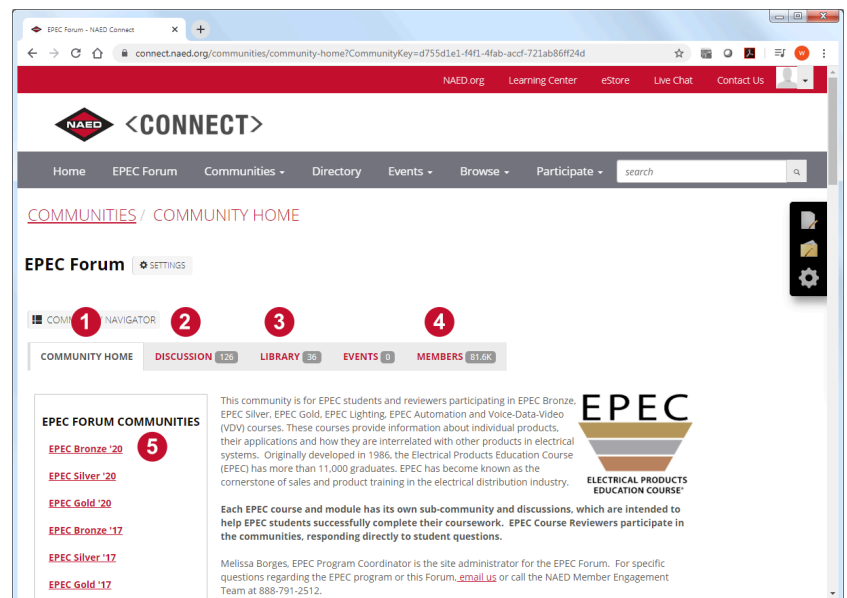
For your privacy, your contact information is only visible to you or to those you accept as a contact. To view your contacts, go to My Connections (7).

Navigating the EPEC Communities

When you sign in, you will first see the main EPEC Forum community. Like all communities, this community has several tabs:

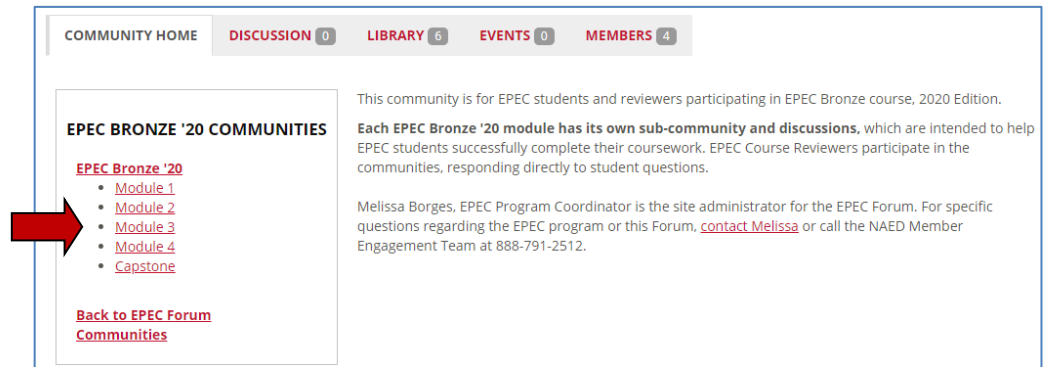
- Sub-community links (#1)
- Discussion (learner questions and answers) (#2)
- Library (helpful documents and links) (#3)
- Events (not currently used)
- Members (other EPEC participants who you have permission to contact) (#4)

To use the EPEC Forum, you should first access the appropriate community you need. For example, if you are enrolled in *EPEC Bronze 2020*, you should click the **EPEC Bronze '20** community (#5).



EPEC Forum Walk-through (cont.)

Once you have selected a specific EPEC Community, you will see its own sub-communities (for each module), and the Discussion and Library tabs. You can view/subscribe to forum discussions at the Bronze program level or select a specific module community to view/subscribe to discussions about that module only.



COMMUNITY HOME DISCUSSION 0 LIBRARY 6 EVENTS 0 MEMBERS 4

EPEC BRONZE '20 COMMUNITIES

[EPEC Bronze '20](#)

- [Module 1](#)
- [Module 2](#)
- [Module 3](#)
- [Module 4](#)
- [Capstone](#)

[Back to EPEC Forum Communities](#)

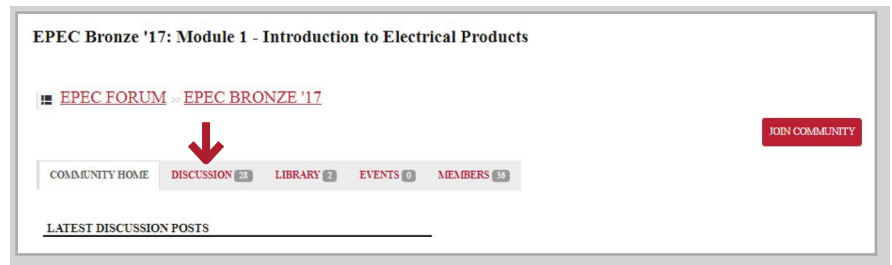
This community is for EPEC students and reviewers participating in EPEC Bronze course, 2020 Edition.

Each EPEC Bronze '20 module has its own sub-community and discussions, which are intended to help EPEC students successfully complete their coursework. EPEC Course Reviewers participate in the communities, responding directly to student questions.

Melissa Borges, EPEC Program Coordinator is the site administrator for the EPEC Forum. For specific questions regarding the EPEC program or this Forum, [contact Melissa](#) or call the NAED Member Engagement Team at 888-791-2512.

Viewing Forum Discussions

For any program or module community, click the **Discussion** tab to view the associated questions and answers that have been posted.



EPEC Bronze '17: Module 1 - Introduction to Electrical Products

[EPEC FORUM](#) - [EPEC BRONZE '17](#)

JOIN COMMUNITY

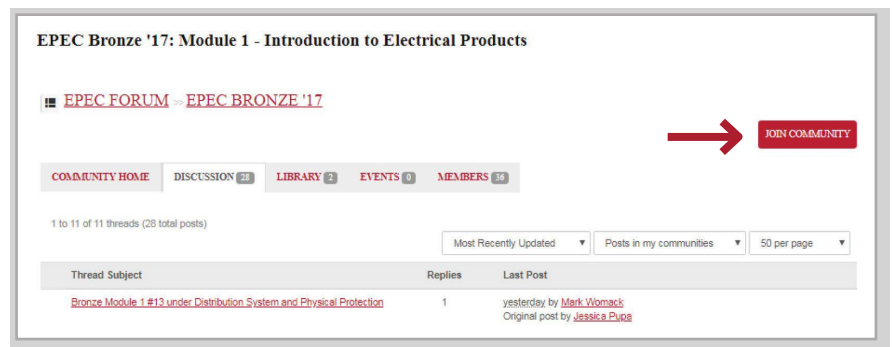
COMMUNITY HOME DISCUSSION 2 LIBRARY 2 EVENTS 0 MEMBERS 3

LATEST DISCUSSION POSTS

Subscribing to Forum Discussions

If you'd like to post a question to a discussion forum or be notified of any questions and answers posted, you must join the community.

To do this, click the **Join Community** button on the right. You must do this for each community where you want to post and receive responses.



EPEC Bronze '17: Module 1 - Introduction to Electrical Products

[EPEC FORUM](#) - [EPEC BRONZE '17](#)

JOIN COMMUNITY

COMMUNITY HOME DISCUSSION 2 LIBRARY 2 EVENTS 0 MEMBERS 3

1 to 11 of 11 threads (28 total posts)

Most Recently Updated Posts in my communities 50 per page

Thread Subject	Replies	Last Post
Bronze Module 1 #13 under Distribution System and Physical Protection	1	yesterday by Mark Vismack Original post by Jessica Pyle

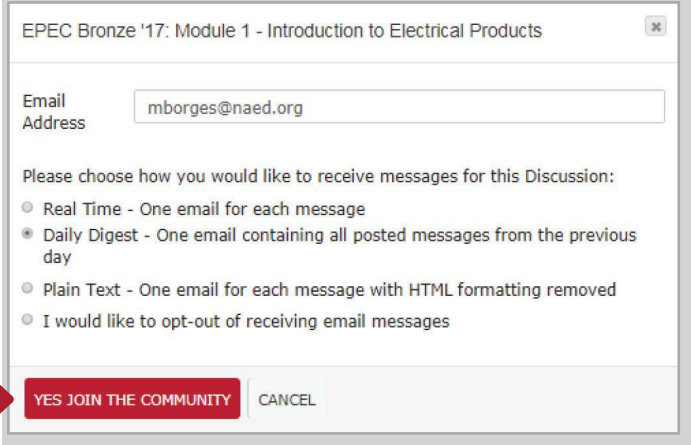
NOTE: Subscribing is not necessary if you only want to view existing posts made by others. However, should you wish to be updated on new questions posted or to post a new question yourself, you will need to subscribe.

EPEC Forum Walk-through (cont.)

When you join a community, a pop-up box will ask about your notification preferences.

1. Select how often you would like to be notified via email when activity occurs within that community.

NOTE: We recommend choosing at least 'Daily Digest.' If you 'opt-out' of email messages, you will not be notified at all, even when your own posted questions are answered.



2. Click the **Yes Join the Community** button to confirm.

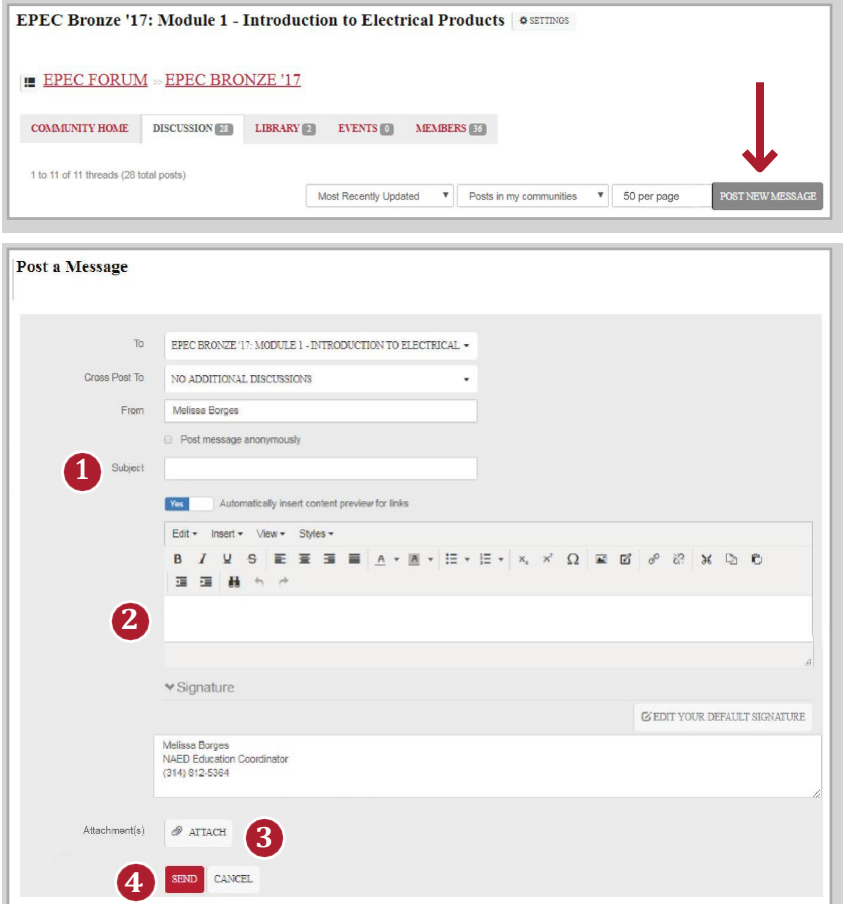
Posting to Forum Discussions

When you have a question, first search the appropriate discussion thread to see if someone has asked your question before and received an answer.

If you don't see the answer to your question, you may post a new question (if you have subscribed to the community).

To post a new question, click the **Post New Message** button to open a form that will allow you to submit your question:

- 1 Title your post in the 'Subject' line.
- 2 Type your question as clearly and specifically as you can.



EPEC Forum Walk-through (cont.)

- 3 Attach any documents if needed.
- 4 Click **Send** to post your question.

Your post will be answered by an EPEC Reviewer or NAED staff, and you will be notified if you have subscribed to the community.

Helpful Forum Resources

Resources Available on the EPEC Forum

Every Forum community has its own library which contains relevant documents and web links. These resources have been collected over time and are designed to help you succeed as you work through the EPEC program.

Once you have selected a library for community (#1), you will see its structure on the left (#2).

A library will have a main folder which may also contain sub-folders, as shown here.

When you click on a specific folder, you will see its contents on the right (#3).

In the **Folder Contents** view, click on any title to view the resource. It may be a link to a website, a PDF document, or a video link.

a folder

Remember that each EPEC community has its own library, so navigate to the appropriate EPEC program community and/or module community first to view its specific library of resources.

1. Navigate to the desired community (EPEC Program).
2. Navigate to the desired sub-community (EPEC Module).
3. Click the Library tab to view the associated resources.

COMMUNITY HOME DISCUSSION 126 LIBRARY 36 EVENTS 0 MEMBERS 81.6K

EPEC FORUM COMMUNITIES

- [EPEC Bronze '20](#)
- [EPEC Silver '20](#)
- [EPEC Gold '20](#)
- [EPEC Bronze '17](#)
- [EPEC Silver '17](#)
- [EPEC Gold '17](#)

This community is for EPEC students and reviewers participating in EPEC Bronze, EPEC Silver, EPEC Gold, EPEC Lighting, EPEC Automation and Voice-Data-Video (VDV) courses. These courses provide information about individual products, their applications and how they are interrelated with other products in electrical systems. Originally developed in 1986, the Electrical Products Education Course (EPEC) has more than 11,000 graduates. EPEC has become known as the cornerstone of sales and product training in the electrical distribution industry.

Each EPEC course and module has its own sub-community and discussions, which are intended to help EPEC students successfully complete their coursework. EPEC Course Reviewers participate in the communities, responding directly to student questions.

Melissa Borges, EPEC Program Coordinator is the site administrator for the EPEC Forum. For specific questions regarding the EPEC program or this Forum, email_us or call the NAED Member Engagement Team at 888-791-2512.

Helpful Forum Resources (cont.)

Resources Available on the EPEC Forum

Locate Catalog Cut Sheets:

Having trouble locating cut sheets for the workbook assignments or *Capstone Project*? We recommend you use your company's supplier catalogs first; however, if you cannot locate appropriate products, the Forum offers links to several websites to assist. The main EPEC library offer links to the *Lightsearch* or *Electric-Find* websites.

Understand Electrical Symbols:

Need help understanding an electrical symbol? The main EPEC library offers a link to the *Electrical Symbols & Electronic Symbols* website which can help you identify and interpret symbols on EPEC diagrams, plans and specifications.

Complete EPEC in 6 Months:

Need help staying on track with EPEC? Read the *7 Tips for Completing the EPEC Program*, located in the main EPEC library. This guide will help you develop a plan, set deadlines, and graduate EPEC Bronze in just six months.

Ask Questions and Get Answers:

If you find yourself stuck during your training and need some assistance with a question or exercise, every Forum community offers a discussion forum where you can search previously answered questions or ask a question of your own. EPEC Reviewers and NAED staff monitor these forums and answer your questions in a timely manner.

Manage your Time and Resources:

These job aids, located in each EPEC program library (e.g. Bronze, Silver, Gold, Lighting), list the resources you will need to complete the questions and exercises for each chapter. So, when you plan to continue your training at home or work, you know ahead of time which resources you will need in order to complete each chapter, such as the *NEC*, *CE Code*, and supplier catalogs, etc.

Understand Electrical Terminology:

Are you unfamiliar with a term in your module? Check out the *EPEC Glossary* for a quick definition. From any page on the EPEC Forum, click the **Browse** menu at the top and select the **Glossary** option from the drop-down list to search.

Apply What You Have Learned:

Overwhelmed by the chapter content in the modules or looking for a way to retain your online training? Check out the EPEC job aids that can be found in each EPEC program and module library on the Forum. They are also available from the Job Aids link within each online module. These highlight important concepts and strategies presented in EPEC.

Understand the EPEC Learning Path:

Curious about what each EPEC program has to offer? Want to prepare yourself for the lessons ahead? The main EPEC library has detailed outlines for every EPEC program. These are located in the Manager Resources > Course Outlines folder.

Locate Module Plans and Specifications:

The plans and specifications for each module are available on the Learning Center along with the online modules, but you can also download these plans and specifications on the EPEC Forum from the appropriate module library.

Helpful Forum Resources (cont.)

Watch EPEC Videos to Learn More:

Watch our video shorts to meet your Reviewer, get answers to frequently asked questions, or to learn more about an important topic. Links to these can be found in the main EPEC library on the Forum.

**Get to Know
Your Reviewers**



**Frequently Asked
Questions**



**Supplementary
EPEC Training**



The Academic Integrity Policy

Academic Integrity Policy

At NAED we believe that honest work builds self-esteem, knowledge, and skills. Although we encourage you to collaborate with other EPEC students, we expect you to still maintain separate work, including original module work and cut packages.

EPEC is an opportunity to develop several qualities, including: learning new skills, demonstrating creativity, improving flexibility, seeking solutions, and expanding your leadership abilities. Only by pushing yourself during your training and submitting your own work do you have the opportunity to learn and develop from the critiques of our Reviewers. You will not learn anything from the Reviewers' comments if it is not your work being reviewed.

Discussing EPEC with your colleagues, suppliers, and customers is encouraged, as long as you do your own work. Any submitted written or copied work, including all submitted modules and cut sheets, that is not one's own and has in fact been copied in whole or in part from the work of another person or persons, will result in disciplinary action by NAED.

Should we detect any signs of cheating or plagiarism, we reserve the right to contact the management of the student(s) involved, request re-work and re-submittal of any modules, assignments, or final exam, and/or deny the EPEC graduation of any student found to have cheated, committed plagiarism, or to have aided another student in cheating or plagiarism.

Definition of Cheating

Cheating is defined as obtaining or attempting to obtain, or aiding another to obtain credit for work, or any improvement in evaluation of performance, by any dishonest or deceptive means. Examples of cheating include, but are not limited to the following:

- Copying answers from another's original work, including modules, either in part or in whole
- Copying another's project, including any and all cut-sheet submittals
- Discussion at any time of answers or questions on the final examination, unless such discussion is specifically authorized by NAED
- Taking or receiving copies of the final examination without the permission of NAED
- Allowing someone other than the officially enrolled student to represent the student either in work submissions, including modules, or the final examination.

Definition of Plagiarism

Plagiarism is defined as the act of using the ideas or work of another person or persons as if they were one's own without giving proper credit to the source. Examples of plagiarism include, but are not limited to the following:

- The submission of work, including modules, either in part or in whole completed by another
- Failure to give credit for ideas, statements, facts or conclusions which rightfully belong to another
- Failure to use quotation marks when quoting directly from another, whether it be a paragraph, a sentence, or even a part thereof
- Close and lengthy paraphrasing of another's writing without credit or originality
- Use of another's project or part thereof without giving credit. This includes making copies of another's cut-sheet submittal(s) and submitting them as one's own.

The Academic Integrity Policy

Such an act is not plagiarism if it is ascertained that the ideas were arrived through independent reasoning or logic or where the thought or idea is common knowledge. Acknowledgement of an original author or source must be made through appropriate references: i.e., quotation marks, footnotes, or commentary.

Your Member Profile

Forgot Your Password?

1. Go to: www.naed.org and click the **Login** button in the upper right.
2. Click the 'Forgot your password?' link, and you will be prompted to enter your login email address.
(Remember this should be your company email address.)
3. Click the **Reset Your Password** button. You will receive an email with a link that allows you to create a new password.
4. Click the link in the email to view a page that prompts you to enter a new password. Retype your new password and click **Submit**.
5. You will see your member profile page. From here you can access any of the NAED member resources, such as the Learning Center, by clicking any of the links or menus at the top of the page.

How To Change Your Password

1. Go to: www.naed.org and click the **Login** button in the upper right.
2. Login with your current email and password.
3. On your **Member Profile** page, click the 'Security & Login' link on the left.
4. Enter your current password, a new password, and then confirm your new password.
(Your new password must be at least 8 characters long, have a mix of letters and numbers, and cannot contain your username.)
5. Click the **Submit** button to save your new password.

Need Additional Assistance?



You can also log into the Learning Center and click the **Job Aids & Tutorials** link in the top right for additional Learning Center assistance.

Your Member Profile


Here is an overview of the Member Profile page with an explanation of its important areas.

Member Profile

View your latest notifications and snapshots of your profile.

Personal Snapshot

- Edit My Profile **1**
- My Affiliations **2**
- My Programs **3**
- Add External Learning **4**
- My Registrations **5**
- My Research Downloads **6**
- My Orders **7**
- My Saved Payment Methods **8**
- My Scheduled Payments **9**
- Security & Login **9**
- NAED Communication Preferences **10**

 **Sam Smith**
Branch Manager

Personal

Summary of your personal contact information.

Full Name	Sam Smith
Title	Branch Manager
Account Phone	(314) 812-5331
Mobile	
Email	ssmith@distributorusa.org
Mailing Street	
Mailing City	
Mailing State/Province	
Mailing Zip/Postal Code	
Mailing Country	

Companies

Summary of your current co

Primary Affiliation

Distributor USA

(314) 991-9000
<http://www.distributorusa.com>

My Affiliations

Understanding your Member Profile

1. Edit My Profile = Make changes and enter additional information such as demographics or supervisor information.
2. My Affiliations = The company location you're affiliated with in our database. This determines your member benefits.
3. My Programs = A detailed list of your enrollments in NAED education programs.
4. Add External Learning = A place for you to enter information on any training that was taken outside of the NAED Learning Center to be added to your NLC transcript.
5. My Registrations = Your current and past meeting registrations.
6. My Research Downloads = Includes links to any research products that have been purchased from your account.
7. My Orders = Includes open orders and historical records.
8. My Saved Payment Methods = Add a credit card or bank account on file for faster checkout when registering for events or purchasing content.
9. Security & Login = Reset your password.
10. NAED Communication Preferences = Sign up for communications relevant to you!

As you keep scrolling down the page, you'll see a summary of your membership and any NAED committees that you've been involved with over the last several years.