

# How to download your HANDOUTS & CERTIFICATES OF COMPLETION

Follow these instructions for easy access to Course Handouts for your registered courses—including Workshops and Seminars\*.

## Instructions:

1. Go to [www.lightfair.com](http://www.lightfair.com)
2. Select “**REGISTER**” from the main navigation menu / tab
3. Select the link in the box “**REGISTER NOW!**”
4. Select “**Attendee**”
5. Enter the **e-mail** and **password** you used to register for LFI 2018 under Complete/Edit Your 2018 Registration
6. Under the “**Course Handouts**” section on the Summary page you may download and print the Course Handouts for your registered courses

\*1-Day and 2-Day Course handouts are provided onsite at LIGHTFAIR (LFI) and are not available online.

## Instructions onsite and after LIGHTFAIR:

1. Go to [www.lightfair.com](http://www.lightfair.com)
2. Select “**REGISTER**” from the main navigation menu / tab or “**Continuing Education Credits**” under the Conference tab
3. Select the link “**LFI 2018 Course Participants: Access Certificates of Completion and Course Handouts Here**”
4. When prompted enter your Email Address and Badge Number to login.
5. **For Certificate of Completion, you must evaluate your completed course before receiving the certificate.**