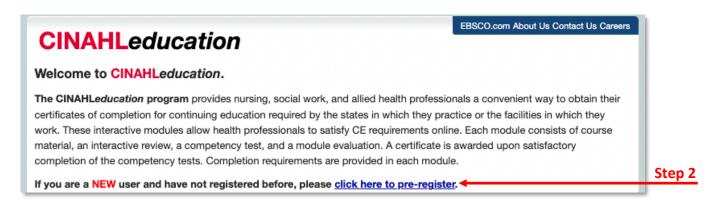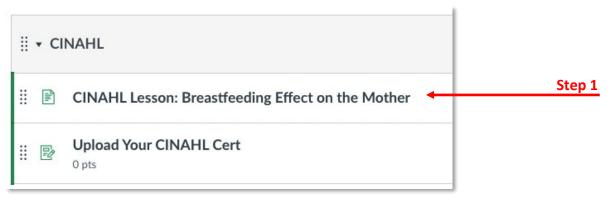# Using CINAHL Database

Creating an account

1. Navigate to *ceu.cinahl.com/login*
2. Click **click here to pre-register**.
3. Complete the registration information. It is suggested that you use your USF email address. If you have a nursing license, be sure to include it in your profile. Upon module completion, learners licensed in Florida and Georgia will have CEUs automatically reported to CEBroker. Learners licensed in other states can download a completion certificate, using the instructions below, and can submit it to their respective licensing board.
4. Upon completion, you will receive an activation email from CINAHL support. Please follow the instructions in the email to activate your account.
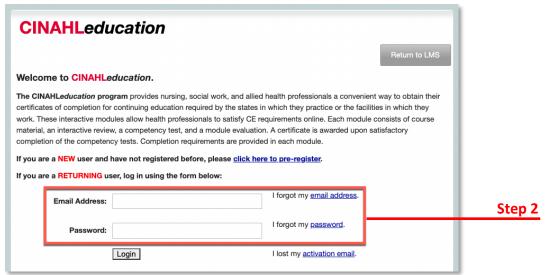

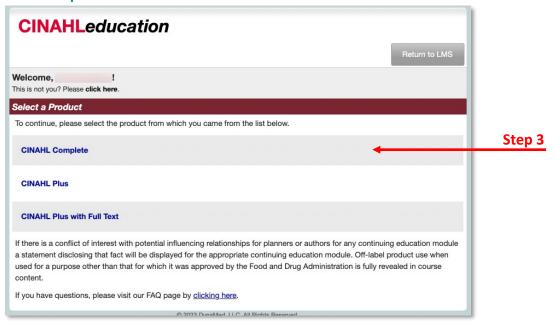## Accessing Content Modules

1. Access your Canvas course then locate and select the appropriate CINAHL lesson within the modules section.
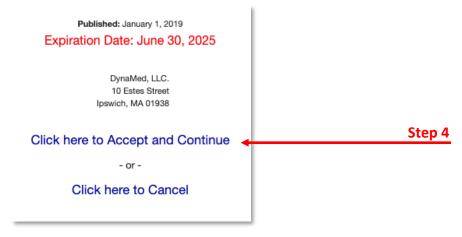
2. Enter your login information.

3. Click **CINAHL Complete.**

4. Click **Click here to Accept and Continue.**

5. Click **Click here** at the bottom of the page to access the course materials.

Accessing Completion Certificates

1. Navigate to *ceu.cinahl.com/login* and log in.
2. Click **Transcript.**

3. Locate the course for which you would like to download your certificate.
4. Click on **Download Certificate** to retrieve a pdf version of your completed certificate for the respective course. You can then upload the certificate to your Canvas course if requested by your instructor.
5. Click **Email Certificate to Self** to receive an email copy of your completed certificate.