

Search-Only Access to Pork Checkoff Learning Management System (LMS) For verifying PQA Plus and TQA Certification

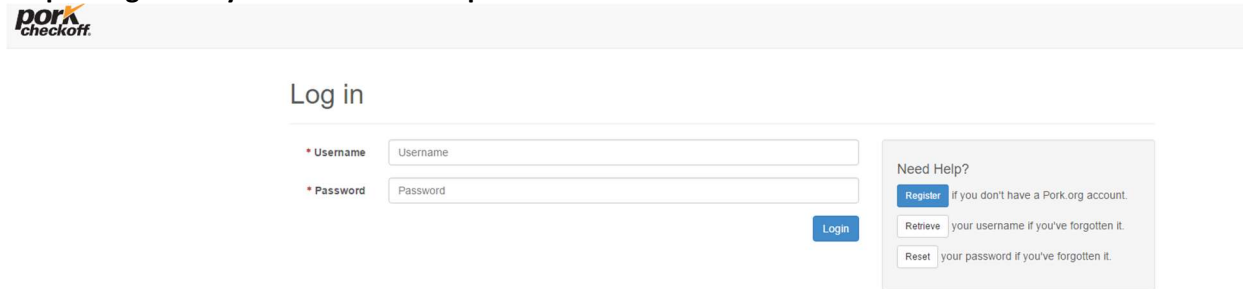
Step 1: Request Search-only access from National Pork Board

- Send email to info@pork.org on your company/business email account.
- Subject line: Search-only access to LMS
- Body of email: Request search-only access to LMS to verify PQA Plus and/or TQA certification. State you are a PAACO certified auditor.

Step 2: National Pork Board Staff will approve your access and send log-in and password information.

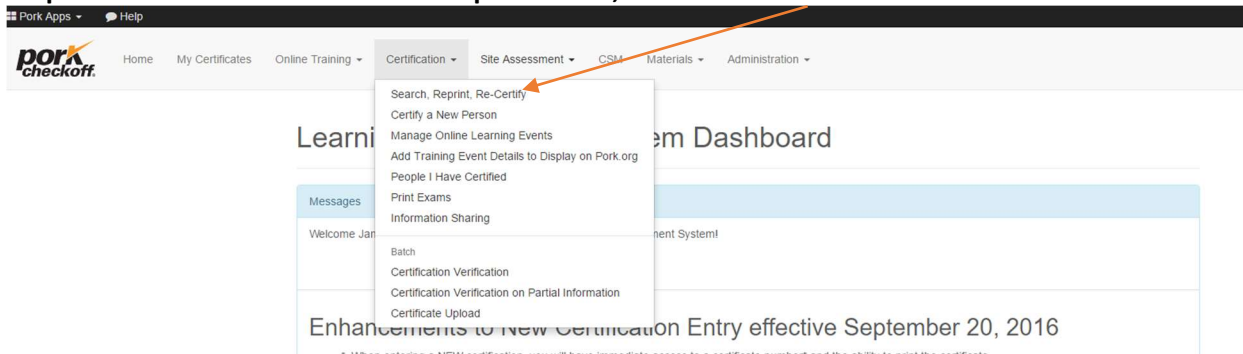
Step 3: Go to <https://lms.pork.org>

Step 4: Log in use your username and password



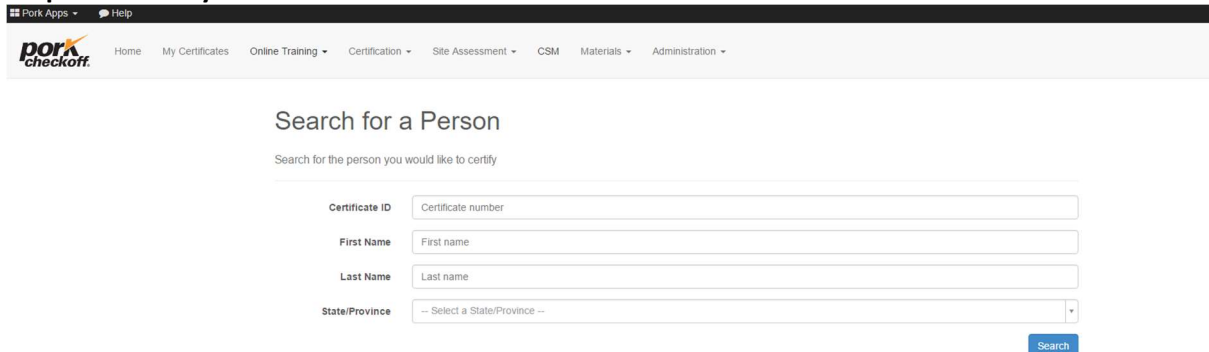
The screenshot shows the login page for the LMS. It features the Pork Checkoff logo in the top left corner. The main heading is "Log in". Below this, there are two input fields: "Username" and "Password", each with a red asterisk indicating a required field. A blue "Login" button is positioned to the right of the password field. To the right of the login fields is a "Need Help?" section with three links: "Register" (with the text "if you don't have a Pork.org account."), "Retrieve" (with the text "your username if you've forgotten it."), and "Reset" (with the text "your password if you've forgotten it.>").

Step 5: Select Certification from the top menu bar, then select Search



The screenshot shows the LMS dashboard. The top navigation bar includes "Pork Apps" and "Help". Below this is a secondary menu with items: "Home", "My Certificates", "Online Training", "Certification", "Site Assessment", "CSM", "Materials", and "Administration". The "Certification" menu is open, showing a list of options: "Search, Reprint, Re-Certify", "Certify a New Person", "Manage Online Learning Events", "Add Training Event Details to Display on Pork.org", "People I Have Certified", "Print Exams", "Information Sharing", "Batch", "Certification Verification", "Certification Verification on Partial Information", and "Certificate Upload". An orange arrow points from the "Search" option in the dropdown menu to the "Search" button in the next screenshot. The dashboard background shows a "Learning Management System Dashboard" and a "Messages" section with a "Welcome Jan" message. A large banner at the bottom reads "Enhancements to New Certification Entry effective September 20, 2016".

Step 6: Enter any known criteria to search for the certification



The screenshot shows the "Search for a Person" form. The heading is "Search for a Person" with the subtext "Search for the person you would like to certify". The form contains four input fields: "Certificate ID" (with the placeholder "Certificate number"), "First Name" (with the placeholder "First name"), "Last Name" (with the placeholder "Last name"), and "State/Province" (a dropdown menu with the placeholder "-- Select a State/Province --"). A blue "Search" button is located at the bottom right of the form.