

CLE Instructions for participants

For pre-recorded programs, you are responsible for reporting your credits. The program, *Career Planning Top Tips for Midlevel In-house and Outside Counsel Associates*, has been approved for .75 WA CLE credits in the professional development category.

The WSBA recorded activity ID number is **1157686**. Please enter this number in the activity search field.

Instructions for adding activities to your roster:

1. Login to your MCLE Profile at <https://mcle.wsba.org> (same login credentials as MyWSBA).
2. Click on the green “Add an Activity” button.
3. Select the activity type.
4. Next, you will be prompted to search for the course. Enter the activity ID number **or** search by course details (use keywords only for best results).
5. If the activity appears in the search results, click on the activity ID number **1157686**. Enter the number of credits earned and the viewing dates (if applicable), then click “Add to Roster.” The activity will automatically add to your roster.