

NAFEM Users - Getting started

As a user purchasing the NAFEM course through NAFEM, you will take the steps listed below. **These steps are only for the user who has already purchased the course through NAFEM.**

1. Locate your Group Access Code

When you purchased your NAFEM course through NAFEM, you should receive a Group Access Code from your NAFEM representative. Locate this code and have it ready as you follow these steps.

2. Log In / Register

When you first visit ignitorlabs.com, you will see three large squares on the home page. Click on the box labeled 'Log In'. This will take you to the Login page. You will enter your username and password and click the 'Login' button.

If you do not already have an account, you will click on the 'Create Account' link at the bottom of the Login box. Complete the registration process, including verifying your email address, then log in. (For more detailed information on registering, please see the tutorial [Step-By-Step: The Registration Process.](#))

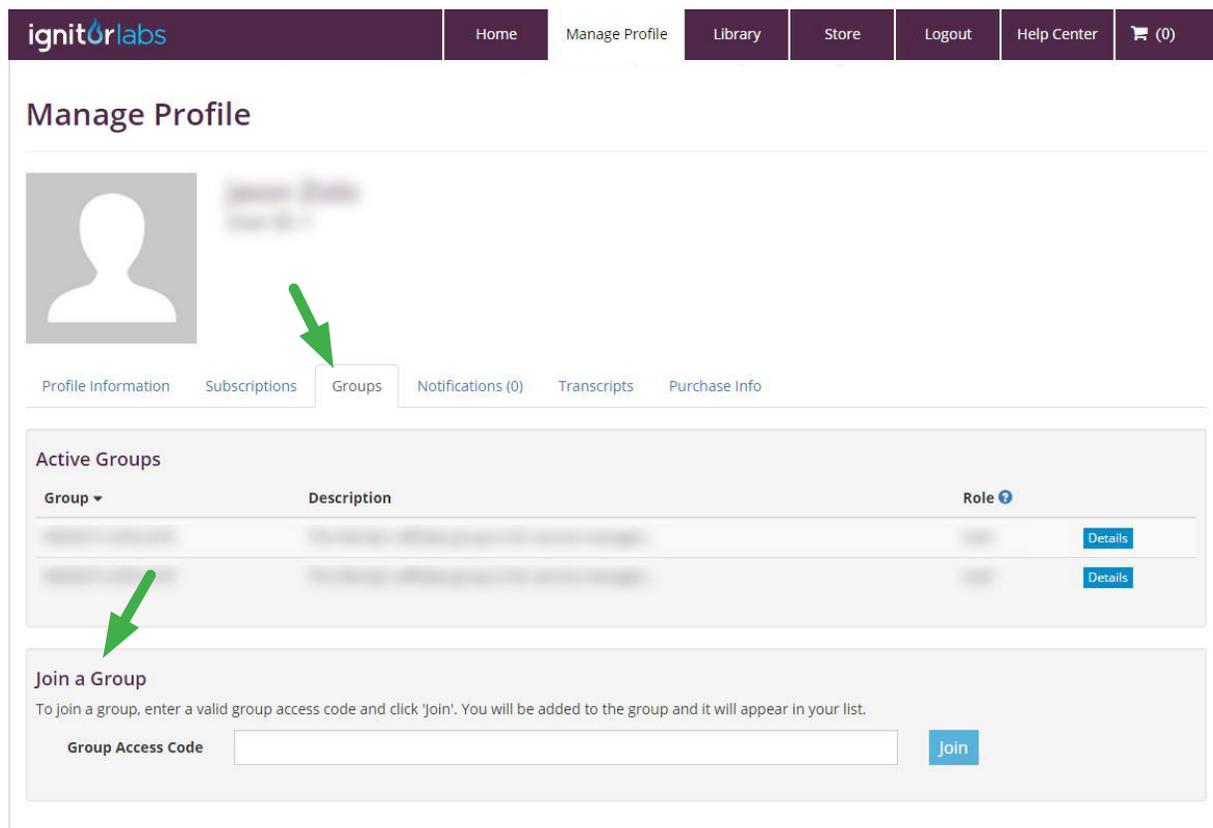
3. Locating the Manage Profile Section

The first page you will see when you log in, is your account home page. Look to the top menu bar and click on 'Manage Profile.'



4. Groups Tab

In the Manage Profile section, click on the Groups tab and go to the section labeled Join a Group.



5. Enter the Group Access Code

In the 'Join a Group' section, you will see a field where you can enter a Group Access Code. Enter the code provided to you by your NAFEM representative. Click the 'Join' button. You will be added to the NAFEM group and should see that the group has been added to your list under the Active Groups section.

Join a Group
To join a group, enter a valid group access code and click 'Join'. You will be added to the group and it will appear in your list.

Group Access Code

Join

6. Notify your NAFEM representative

You are now registered on the Ignitor Labs platform and a member of the NAFEM group. Notify your NAFEM representative that you have completed the process and are ready to receive your course. Your representative will now assign the course to you and notify you when the content is ready to launch.

7. Launch your content

When you are ready to launch the NAFEM course, log in to ignitorlabs.com and you will find the course in the Library section. Click on the tile for the NAFEM: Certified Foodservice Professional Program (CFSP) and launch the ProTECH content. For more information on launching content, please see the tutorial [Step-By-Step: Accessing Content](#).

ignitorlabs Home Manage Profile **Library** Store Logout Help Center (0)

Library

Below is the master catalog of all items available from Ignitor Labs. Use the search and filters to quickly identify specific items. Use the toggle switch to display only those items to which you have subscription access. Click on an item in the list to view its details.

< Prev 1 2 3 4 Next > View All

Show only courses I own

Search course

Filters

- Equipment Type
- Manufacturers
- Affiliate Programs
- Subscriptions

Wilbur Curtis: Brewing Equipment Technical Training
Items Available: ProTECH

NAFEM: Certified Foodservice Professional Program (CFSP)
Items Available: ProTECH

Garland: Clamshell Grills
Items Available: ProTECH

Alto-Shaam: Combitherm CombiOvens with CombiTouch Controls
Items Available: ProTECH