AAPA App/Portal Log in Instructions

Step 1: Go to http://www.aapa.asn.au

Step 2: Click the orange login button located at the top of your screen.

Please remember to keep your username and password in a safe place.

Step 3: If it is your first time logging in you will need to follow the "new user" log in link located at the bottom of the login bar on your page.

Step 4: Once you have logged in you will see in front of you, your chatter feed. This is where you can interact with people in your industry. You are also able to communicate with the AAPA Staff.

If you would like to View your courses you will see on the side of your screen a "My Training" tab.

This will show you all the AAPA training courses you have registered for, completed and the assessments you are currently completing/have completed.
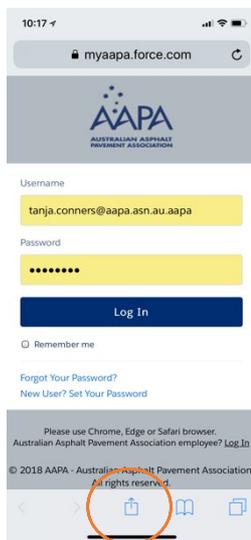
Step 5: If you would like to book more AAPA training and Events you can book using your AAPA account.

Go to your side task bar and select either "Events" or "Training Courses". This is where you can book for future participation.

Step 6: To download the AAPA App onto your device you will need to follow the following steps (Works on all phones – two examples below)
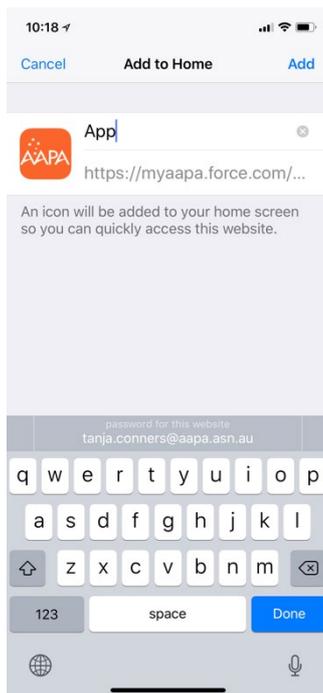
Apple

1. Go to your Browser – Safari or Chrome
2. Type into the search engine – myaapa.force.com
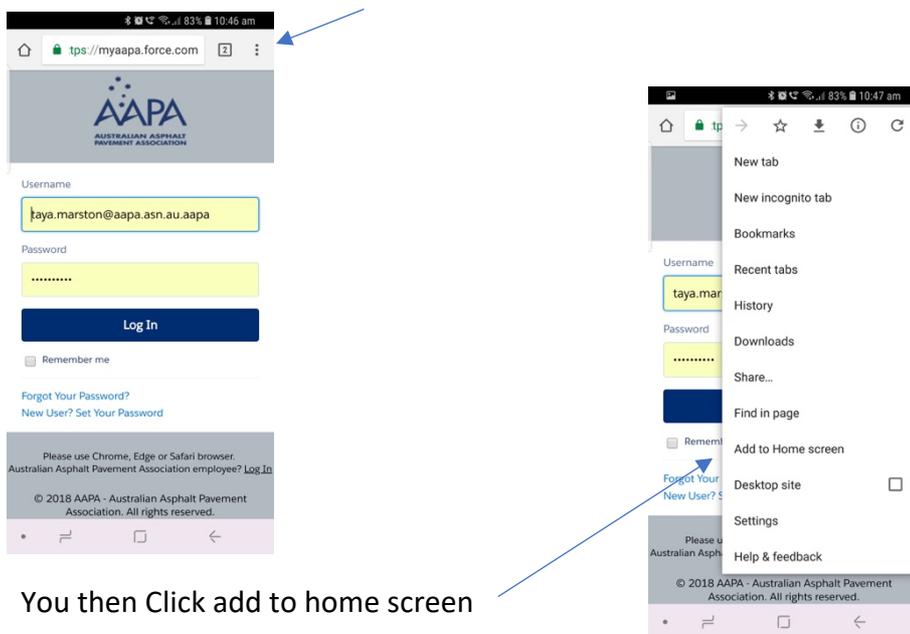3. Type in username and password
4. You then hit

5. Add to home page

6. Hit add

This will now appear on your home screen

Android
1. Go to your browser – Safari or Chrome
2. Type into the search engine – myaapa.force.com
3. Type in username and password
4. You then hit the 3 dots in the top right corner of your screen

5. You then Click add to home screen

Step 7: If you have any issues logging in please contact the AAPA office on (03) 8416 4500 or email us on admin@aapa.asn.au .