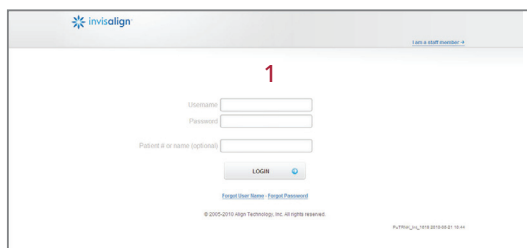


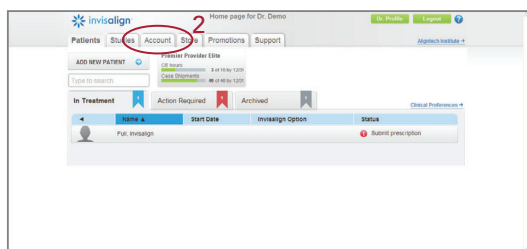
INSTRUCTIONS FOR STAFF USE OF THE INVISALIGN DOCTOR SITE

Create a Staff Account

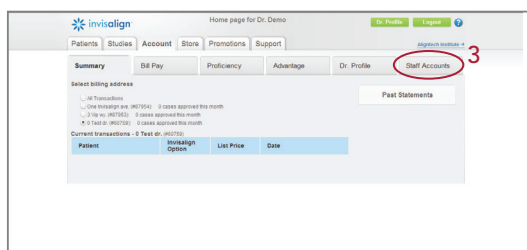
Follow these quick and easy steps to enable your staff to start earning CE hours online at Aligntech Institute, as well as to access a wealth of marketing resources to help grow your Invisalign practice.



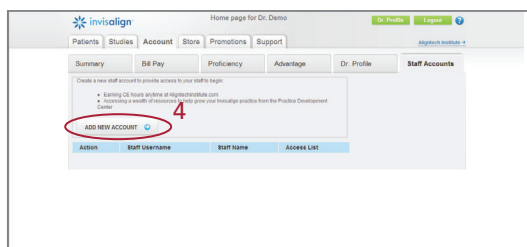
1 Log in to The Invisalign Doctor site at vip.invisalign.com.



2 Click on the "Account" tab at the top of the page.

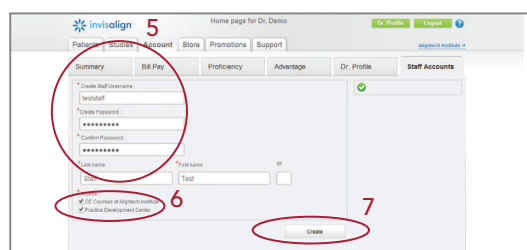


3 Click on the "Staff Accounts" tab at the right hand side of the page.



4 Click on "Add New Account".

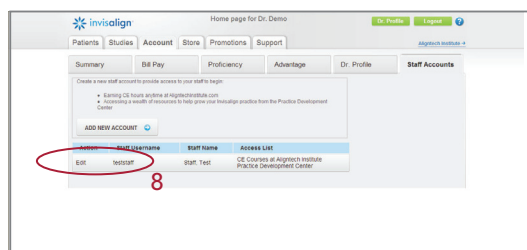
5 For each new staff account, create a staff username*, password** and provide the full name of the staff member.



6 Select whether you would like to allow this staff access to the CE courses at Aligntech Institute and/or the Practice Development Center.

7 Click the "Create" button.

8 Once the new account is created, you will see the name in your staff account list. If you ever need to edit an existing staff account, click on the "Edit" button next to "Staff Username" in your staff account list.

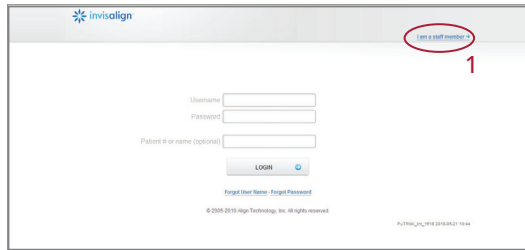


* Please note: Usernames may not contain spaces or special characters.
 ** Please note: Passwords must be at least 5 characters in length and contain at least one number and one capital letter.

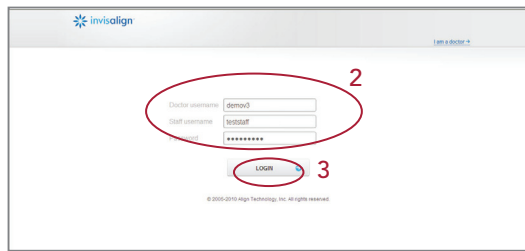
INSTRUCTIONS FOR STAFF USE OF THE INVISALIGN DOCTOR SITE

Login Instructions

Follow these quick and easy steps to enable your staff to start earning CE hours online at Aligntech Institute, as well as to access a wealth of marketing resources to help grow your Invisalign practice.

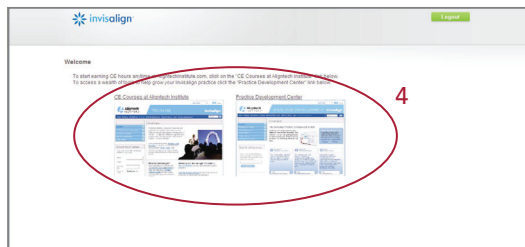


1
From The Invisalign Doctor Site at vip.invisalign.com, click on the "I am a **Staff Member**" link.



2
Enter the doctor's username, staff username and the staff password in the boxes provided.

3
Click the "Login" button.



4
Once logged in; staff will have the option to choose to go to the CE Courses at Aligntech Institute and/or the Practice Development Center.

Please note: in order to have both options active, you must check both access options when the staff account was originally created. You may add/change access by returning to the staff account creation screen in VIP and edit the permissions for your staff accounts.