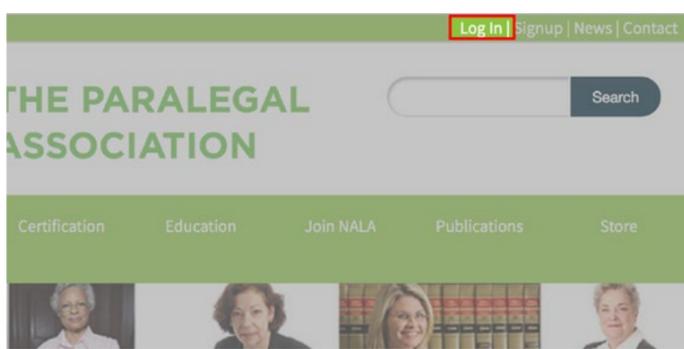
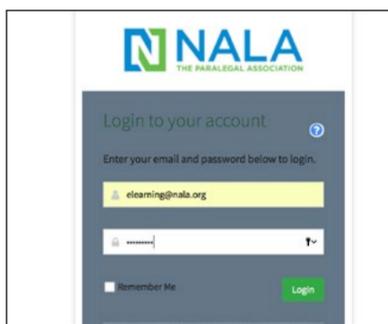


HOW TO ACCESS FACTS & FINDINGS FROM YOUR PERSONAL NALA ACCOUNT

1. Once you are on the NALA homepage, click the **LOG IN** button in the upper right-hand corner.



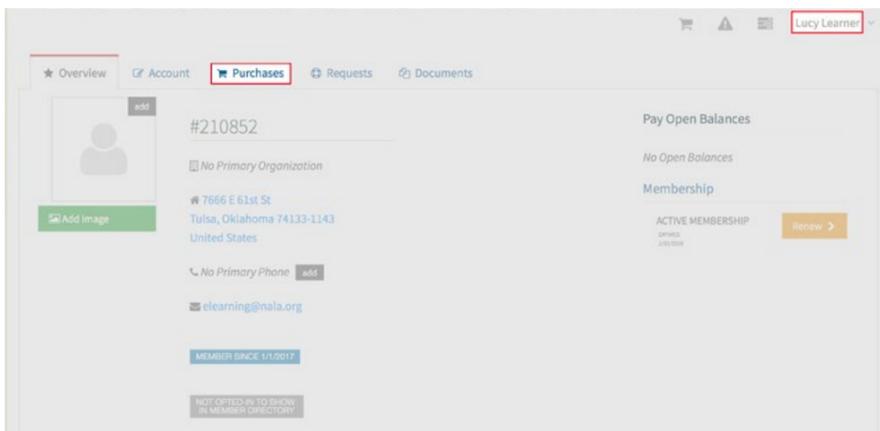
2. You will then be prompted to enter your Impexium Log In information. You will use your primary NALA email address and your chosen password. (If this is the first time you are logging into your account, you will still use your primary NALA email address but you will need to enter your temporary password: Password1.)



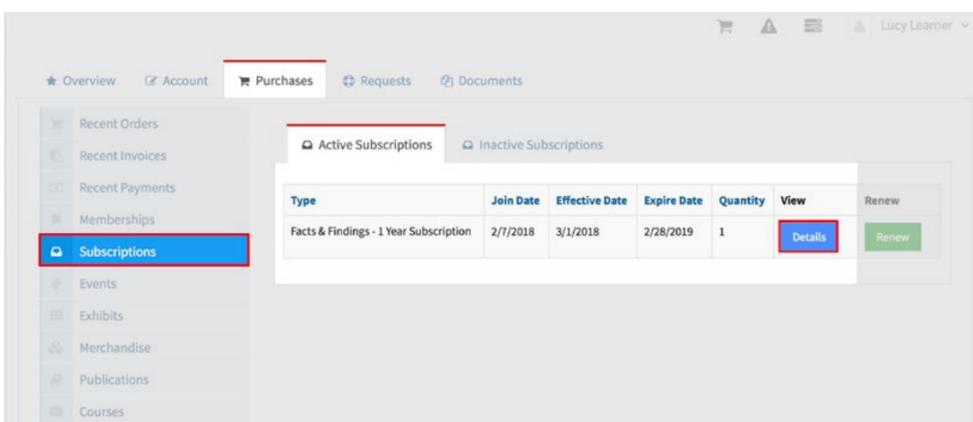
3. After you have logged in, check to make sure your name is in the upper right-hand corner of the screen. It should display as **“Hello, [Your Name]”**. Once you have confirmed that you successfully logged in, click the **My Account** link in the light green box on the left-hand side of the screen.



4. Once you are in your account Overview, click the blue **Purchases** tab at the top of the page.



5. Under the *Purchases* section, locate and click the **Subscriptions** tab in the blue left-hand column. Next under *Active Subscriptions* click the blue **Details** button.



6. Once the details section of your subscription show up, located and click the blue **Downloads** tab in the middle of the screen. Then locate which issue of F&F you want to view and then click the green **Download** button. Your download should start automatically.

