

Instructions to complete the evaluation are included below.

Step 1: <u>https://ucsd.cloud-cme.com/default.aspx</u>

Step 2: Click **Sign In**, and sign in using the email address you used to register for the conference or to access the CloudCME® mobile app.

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Step 3: If you are a UCSD/UCSDH employee log in using the **SSO Login** option otherwise click on **Sign-In or Create Account.**



Step 4: Click the My CME button.



Step 5: Click **Evaluations and Certificates**. You can view evaluations that need to be completed or email certificates for activities already completed.



Step 6: You will need to complete the evaluation by clicking on the **Complete Evaluation** button. If an evaluation is not required, you may need to click on **Download Certificate** button to activate the evaluation.

EVALUATIONS AND CERTIFICATES

 After receiving credit, certificates will be displayed in this area for 1-3 months. Please print or save any certificates before this time period ends.

 Note: All credits will be recorded on transcripts, available for download 24/7 in the "Transcripts" area of the portal - credits earned do not disappear from transcripts.

 Start Date: 12/5/2021
 End Date: 12/5/2022

 Credit Date
 Course_Title

 Evaluations
 Certificates

 11/2/2022
 AAMC Annual Meeting - Example

 Complete
 Evaluation

 12/2/2022
 MedEd Grand Rounds - TEST TEXT - 12/02

 10/31/2022
 AAMC Example Activity - Non-Physician Attendance

This pop up will appear to activate the evaluation when you click on **Download Certificate** to activate the evaluation.

