



CloudCME System

July 10, 2019

REGISTER ...If you haven't done so yet

- Go to <https://cwru.cloud-cme.com>
- Click “Sign In” on the menu bar and reset your password.

PLEASE NOTE THAT IF YOU HAVE ATTENDED SESSIONS IN THE PAST AND SIGNED IN TO THE OLD PORTAL TO VIEW YOUR TRANSCRIPTS, YOU ALREADY HAVE AN ACTIVE ACCOUNT.

- If you have never had an account and this is your first time ever logging in click “**Sign Up Now**” and follow the instructions.
- Return to the <https://cwru.cloud-cme.com> site and Sign in.

Recording Attendance

- There will no longer be a sign-in sheet
- Faculty are responsible for sending in attendance either by:

Text Message

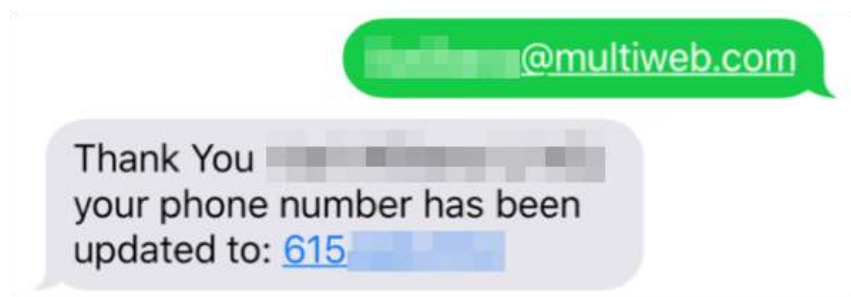


Desktop Site

TEXT - Pairing your mobile phone

Step 1: First, you must pair your mobile phone to your account in CloudCME®.

1. Text your **email address**, entered in your Profile, to **216.208.5442**.
2. You will receive a message that looks like the one below, that your phone number has been updated.
3. This is a one-time operation.



**You must text an SMS text message
not an iMessage, if using iOS.**

TEXT - Claiming Credit

Step 2: To record your attendance to an activity:

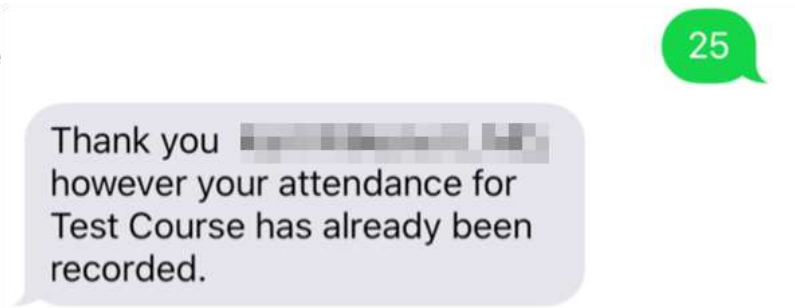
1. Text the **activity id** or **code** that has been provided for your activity.
2. You will receive a message back that verifies your activity attendance has been recorded.



IMPORTANT

You have three (3) days to claim credit via **text!!**

NOTE: You can only record attendance once to an activity. If you try to record your attendance an additional time, you will receive the following message.



COMPUTER – Claiming Credit

Step 1: Go to: <http://cwru.cloud-cme.com>

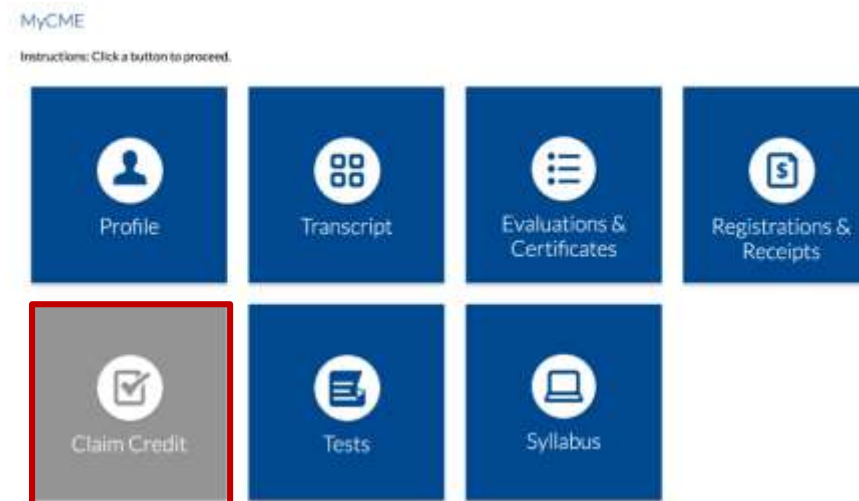
Step 2: Click "Sign In" on the top left, and sign in using your email address and password.



Step 3: Click the "My CME" button on the top right-hand side of the screen.



Step 4: Click the "Claim Credit" button.



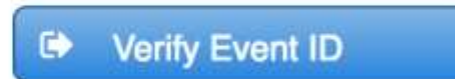
COMPUTER – Claiming Credit

Step 5: Enter the Event ID and click the “Verify Event ID” button.

Self-Claim Credits

To claim credits for an activity, enter it's ID (number) below, then click Verify Event ID. Then complete the remaining questions and click submit.

Please Enter the Event ID: *

 Verify Event ID

Step 6: Complete any additional questions or fields.

Event ID

- Event ID # will be located **ON THE SCREEN** at the end of Grand Rounds. It will be different each week and you must attend the entire lecture or sign-in via Webex at the beginning (and watch entire thing) to get your credit
- The Event ID# **WILL NOT** be emailed out

Conflict of Interest Forms

- These will now be sent electronically to be filled out online
 - An email will be sent with a link to complete the form
 - They can also be completed within the CloudCME app
- This form **MUST** be completed in order for all faculty to receive CME credit
 - **You will receive constant email reminders until completed***

Attendance & Evaluations

Attendance expectation remains the same

- Reports will be ran internally from CloudCME

CloudCME App



Download Links

Apple iOS - <https://itunes.apple.com/us/app/cloudcme/id624053130?mt=8>

Google Android - <https://play.google.com/store/apps/details?id=com.multiweb.checkin>

Via CloudCME® Mobile App

Step 1: Download App if you have not already

Step 2: Open the app, use organization code: **CWRU**

Step 3: Click the **Login** button

Step 3: Login using your **email address and password**

CloudCME App

The features that are available in the CloudCME® Mobile App are set by your institution. Your CloudCME® mobile app features may include:

- **My Profile** – allows you to create and manage your account in CloudCME®.
- **My Evaluations** -allows you to complete activity evaluations.
- **My Certificates** – allows you to view, print or email certificates.
- **My Transcript** – allows you to view, print or email your transcript.
- **Online Courses** – allows you to access online activities and complete them.
- **Syllabus** – allows you to view activity syllabi, view up-loaded presentations and take notes on the displayed presentations.
- **Calendar** – allows you to view upcoming CE activities.
- **Audience Response** - allows you to participate in audience response polls, when applicable.
- **Faculty** – if you serve as faculty to CE activities, this allows you to access and complete your faculty assigned tasks including disclosure of financial relationships.

**The mobile app menu may vary depending on your institution's policies.*