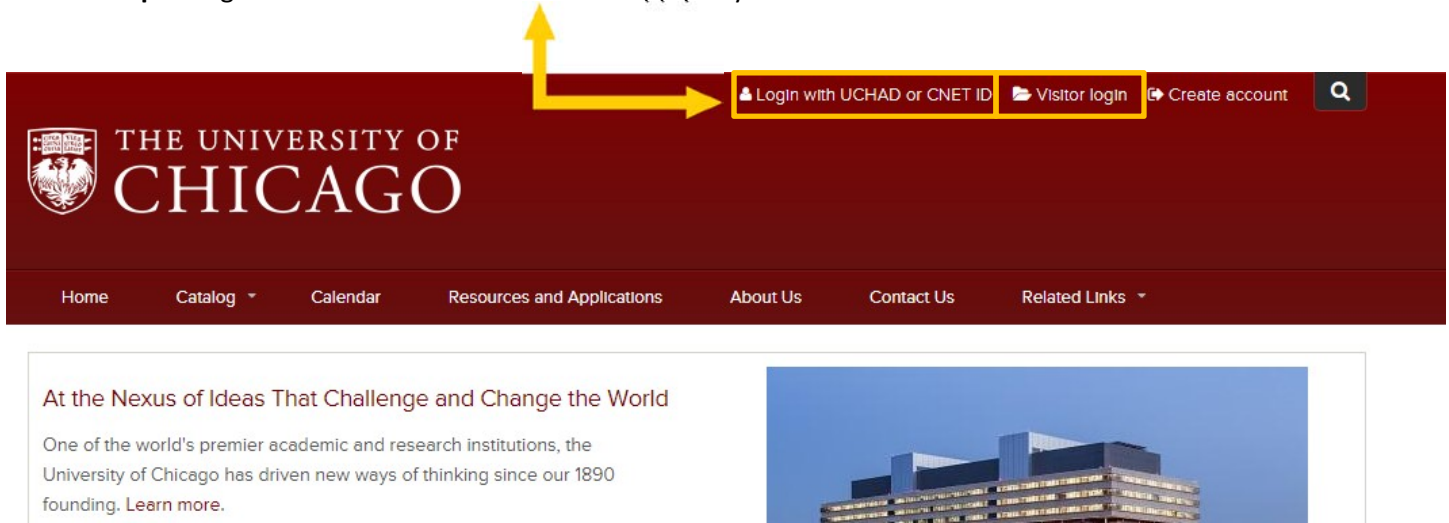


How-To | Access My Comprehensive Transcript

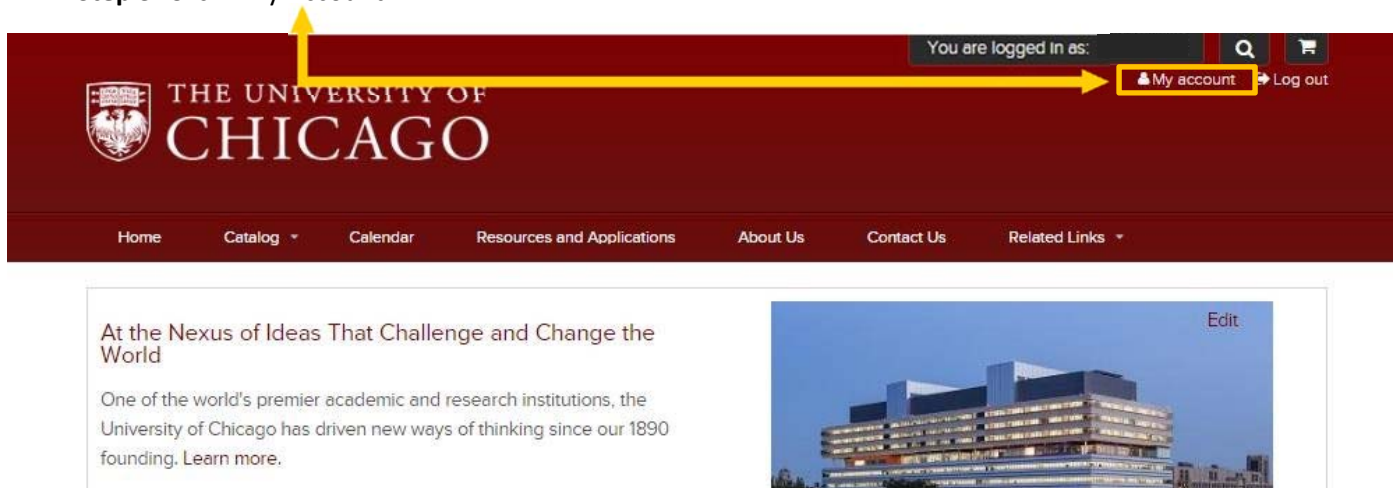
Step 1: Go to the CME Homepage – <https://cme.uchicago.edu>

Step 2: Log in with with the credentials that apply to you.



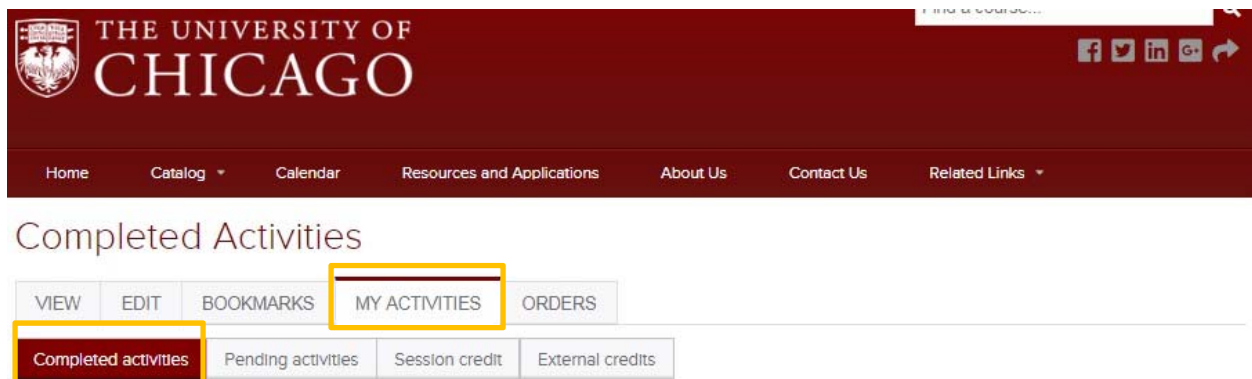
The screenshot shows the top navigation bar of the University of Chicago website. The header includes the university logo and name. In the top right corner, there are three buttons: "Login with UCHAD or CNET ID", "Visitor login", and "Create account". A yellow box highlights the "Login with UCHAD or CNET ID" button, and a yellow arrow points from it to the URL in Step 1. Below the header is a navigation menu with links for Home, Catalog, Calendar, Resources and Applications, About Us, Contact Us, and Related Links. The main content area features a banner with the text "At the Nexus of Ideas That Challenge and Change the World" and a photograph of a modern building.

Step 3: Click "My Account".



This screenshot shows the same homepage as above, but the user is now logged in. The text "You are logged in as:" is visible in the top right. A yellow box highlights the "My account" button, and a yellow arrow points from it to the text in Step 3. The navigation menu and banner content remain the same.

Step 4: Click on the "My Activities" tab followed by "Completed Activities".



The screenshot shows the "Completed Activities" page. The top navigation bar is visible. Below it, there is a row of tabs: "VIEW", "EDIT", "BOOKMARKS", "MY ACTIVITIES", and "ORDERS". A yellow box highlights the "MY ACTIVITIES" tab. Below this row is another row of tabs: "Completed activities", "Pending activities", "Session credit", and "External credits". A yellow box highlights the "Completed activities" tab. The page title "Completed Activities" is displayed at the top of the content area.

Step 5: On this screen you will see a listing of all claimed credit, whether it be from live/enduring activities (i.e. conferences, online modules) or Regularly Scheduled Series/RSS (i.e. grand rounds, case conferences).

To download your comprehensive transcript click the “Download PDF” icon.

Completed activities Pending activities Session credit External credits

TITLE SERIES

DATE COMPLETED
 FROM E.g., 08/13/2020
 TO E.g., 08/13/2020

APPLY

Download PDF

Title	Credit	Credit type	Event date	Date completed	Certificate
Patient Preferences for Treatment Outcomes: Bringing the Patient Voice Into Cancer Care Delivery and Research <i>Hematology/Oncology Grand Rounds- RSS# 10-09-002-20</i>	1.00	AMA PRA Category 1 Credit™	11/18/2019	11/18/2019	
Connecting the Dots of Behavioral Economics and Medical Decision-Making: Exploring Ambiguity Aversion's Relationship to Biosimilar Prescribing <i>Hematology/Oncology Grand Rounds- RSS# 10-09-002-20</i>	1.00	AMA PRA Category 1 Credit™	10/07/2019	10/07/2019	
CAR T-Cell Symposium 2019	5.00	ABIM	09/27/2019	09/28/2019	Download
CAR T-Cell Symposium 2019	5.00	AMA PRA Category 1 Credit™	09/27/2019	09/28/2019	Download

Additional Filters:

- To filter for credit claimed from a specific live/enduring activity:** Enter the title in the “Title” field and click “Apply”. Your claimed certificate will be available under the “Certificate” column as pictured in the maroon box above.
- To filter for credit claimed from a specific RSS:** Enter the title in the “Series” field and click “Apply”. Your claimed credit will be available in transcript form by clicking the “Download PDF” in the gold box above. Sessions offering certificates will also be made available under the “Certificate” column.
 - To download all claimed credit for RSS:** Click on the “Session Credit” tab instead of “Completed Activities”. Here you can download a transcript dedicated to only RSS credit.

Completed activities Pending activities Session credit External credits

CREDIT TIPS

- **Credit for RSS appears once you have texted in your RSS code for every session you attend.** If you do not text in, you will not receive credit.
- **Certificates for live/enduring activities populate once you've actively claimed credit.** Certificates do not populate automatically. You will need to complete a credit claiming process to generate a certificate.
- **Certificates/Transcripts are permanently stored in your account.** Once you have claimed credit, your certificates and transcripts will always be available in your account. Retrieve copies at any time!

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