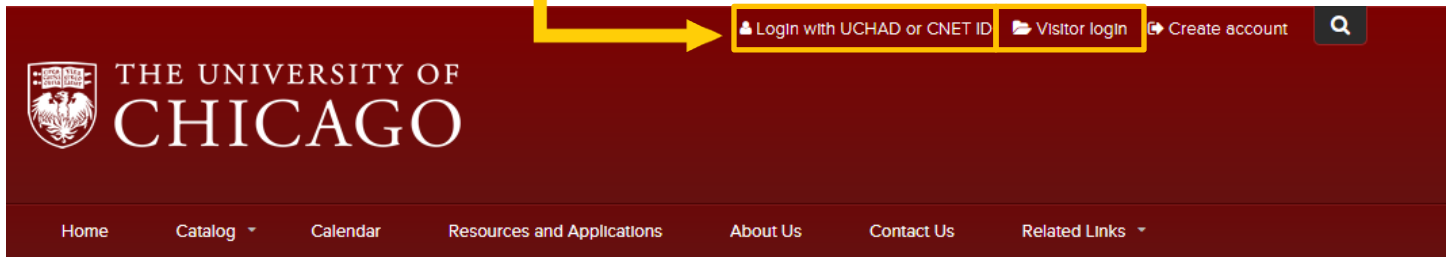


How-To | Accessing My Transcript

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

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

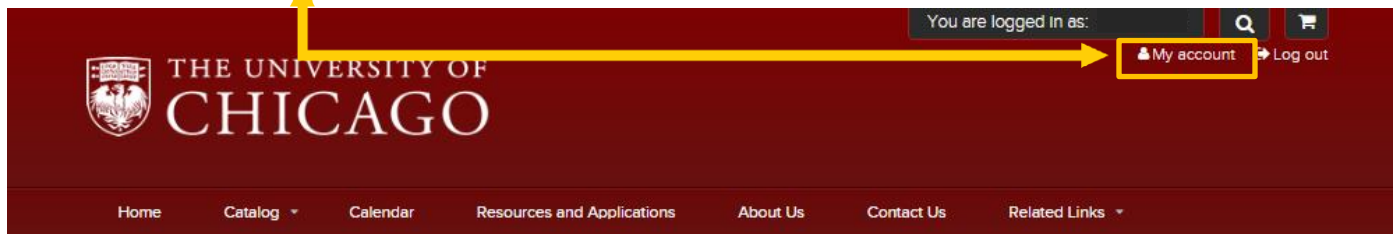


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Step 3: Click “My Account”.

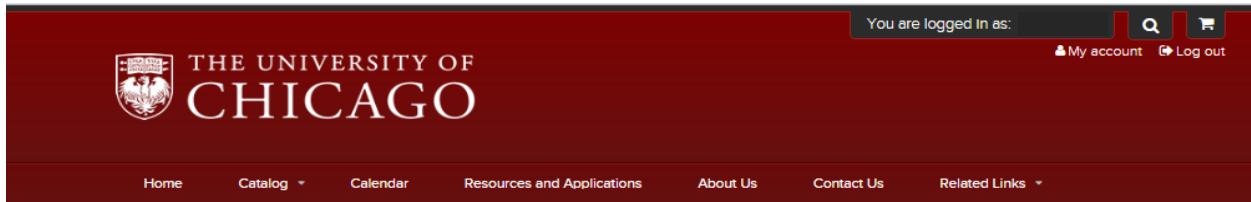


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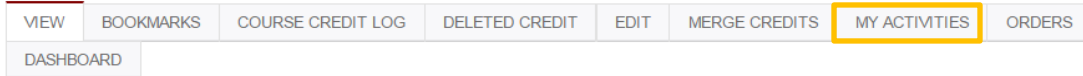
One of the world's premier academic and research institutions, the University of Chicago has driven new ways of thinking since our 1890 founding. [Learn more.](#)



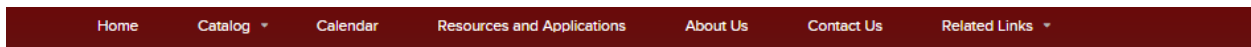
Step 4: Click on the “My Activities” tab.



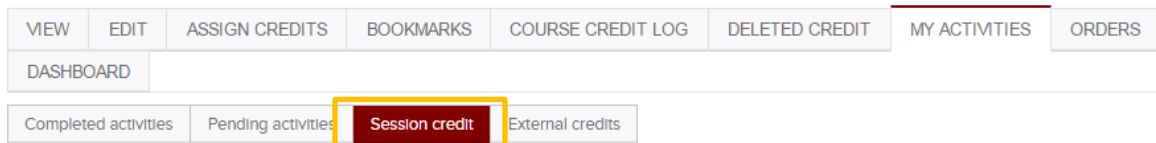
My Account



Step 5: Click on “Session Credit”. On this screen you will see a listing of the Regularly Scheduled Series (RSS) you have been attending (i.e., M&Ms, Grand Rounds).



Regularly Scheduled Series Transcript



DATE COMPLETED

START DATE END DATE SESSION TITLE SERIES TITLE

Series	Session	Series location	Credits awarded	Credit type	Session date
AY15-16 Cardiology Grand Rounds - RSS# 10-03-001	Renovations in the House of Medicine	UCMC	1.00	Participation	03/11/2016
Psychiatry Grand Rounds - RSS# NSEPSY01	grand rounds	NorthShore - Evanston	1.00	Participation	07/11/2016
Pediatric Critical Care M&M - RSS# 25-03-002	M&M	UCMC	1.00	Participation	08/16/2016
Multidisciplinary Interprofessional Critical Care Case Conference (MIC4) - RSS# 01-02-004	Multidisciplinary Interprofessional Critical Care Case Conference (MIC4)	UCMC	1.00	Participation	11/02/2016

Click on the PDF icon to download your transcript.
From here you are free to save it to your desktop or print it!

Transcript Tips

- **Transcript information updates automatically.** What is listed in your “Session Credit” screen and in the PDF download is the most up to date information regarding your RSS credit.
- **Credit 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.
- **RSS credit cannot be retroactively granted beyond a 30 day period.** Therefore, it is important you text in promptly after every session you attend to successfully claim your credit

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