How To – Add/Edit Your Mobile Number

**Step 1:** Go to the CME Homepage – [https://cme.uchicago.edu](https://cme.uchicago.edu)

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

**Step 3:** Click “My Account”.

**Step 4:** Click “Edit” followed by “Mobile”.

**Step 5:** Enter a 10-digit mobile phone number, excluding any dashes, parentheses, or spaces. After entering in your number, click “Confirm Number”.
**If you already have a phone number listed in this section, but do not have your confirmation code, click “Delete and Start Over” and follow the steps below.

**Step 6:** After you enter your mobile number and click Confirm Number, you will receive a text message from 773-245-0068 with a 4-digit confirmation code. Enter the code into the box below and click “Confirm Number”.

**Step 7:** A “Sleep Time” option is available but you can skip this. The system will never text you outside of confirmation codes for confirming mobile numbers or recording your RSS credit.

**Need Further Assistance?**

You can click on the “Contact Us” tab on the CME website’s homepage and submit a form requesting assistance or e-mail us directly at cme@bsd.uchicago.edu.