

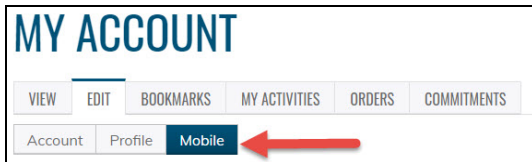
LOGIN TO THE CME LEARNING PLATFORM

1. Open your web browser and type in: <https://cme.advocateaurorahealth.org>. This will take you to the **CME Learning Platform** homepage.
2. **Login:** On the banner on top right, click **Login**
 - a. If you have an **Advocate Aurora email** address, click **CME Advocate Aurora Health Login**.
 - b. If you **DO NOT** have an Advocate Aurora email address, click on **Visitor Login**.
 - **Note:** if you do not have an account, click on the **Create Account**. This will prompt you to fill in your information. When you have completed all required fields, click on Create New Account at the bottom of the page.

MOBILE PHONE UPDATE

Attendance is claimed by texting in a code. **If you have not already set up your mobile number when you created your profile, follow the steps below.** Your phone must be registered in the system in order to claim credit.

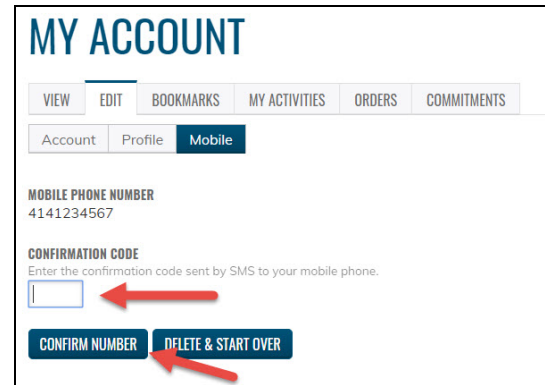
1. Click **My Account** in the top right corner of the screen. Then click on the **Edit** tab, then the **Mobile** tab.



2. Enter your **Mobile Phone Number**-10 digits with no spaces. Click **Confirm Number**. Do not exit this page.
3. A confirmation code will be sent to your mobile phone.



4. Type the confirmation code into the box on the webpage, then click **Confirm Number**.



5. Click **Save**.

RSS CREDIT CLAIMING

To claim credit for Grand Rounds and Case Conferences you must text in a code number on your mobile phone.

- You must have your mobile phone number updated on the CME Learning Platform
- Awarded credit will be instantly recorded in the CME Learning Platform at <https://cme.advocateaurorahealth.org>.

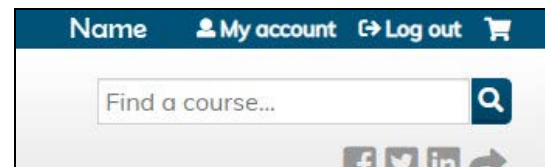
To claim credit via texting

1. Open your text messaging app on your phone.
2. Text the given code to **414-219-1219**.
 - The code was supplied to you before or after the session.
 - Each session will have its own code.
 - A confirmation notice will be sent back verifying credit was awarded.
 - **The code is good for 30 days after the conference ends.**

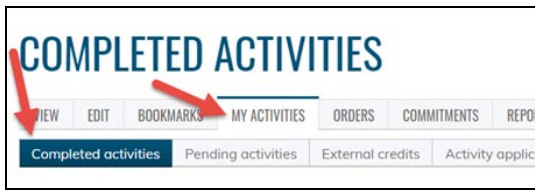
TRANSCRIPT PRINTING

Transcripts and certificates are stored in the CME Learning platform for future reference. For your name to appear on the transcript/certificate you must complete your profile.

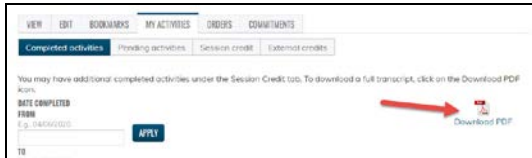
1. Login to the **CME Learning Platform**.
2. Click **My Account**.



3. Click the **My Activities** tab, then **Completed Activities**



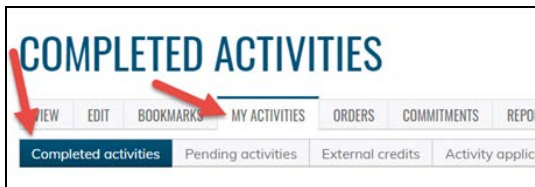
4. Click **Download PDF** icon on the Completed Actives tab (enduring courses) or the Session Credit tab (for RSS's).



5. At the bottom of the screen, click open to view your transcript.
6. Your transcript will open as a pdf where you can print or save it.

CERTIFICATE PRINTING

1. Click the **My Activities** tab, then **Completed Activities**



2. Find the course certificate you would like to download and click **Download**.

Title	Credits	Credit type	Expiry date	Date completed	Certificate
AF VT VF Summit 2019	16.25	Attendance	12/19/2019	01/29/2020	Download

3. At the bottom of the screen, click open to view your certificate.
4. Your certificate will open as a pdf where you can print or save it.

Questions, please contact Advocate Aurora CME Office at cme@aaah.org