

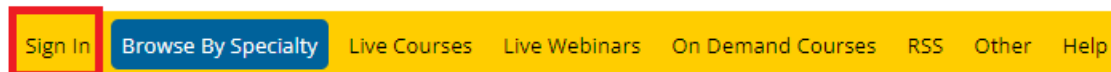
How to claim credit using "Claim Credit" option

Instructions to self-claim credit.

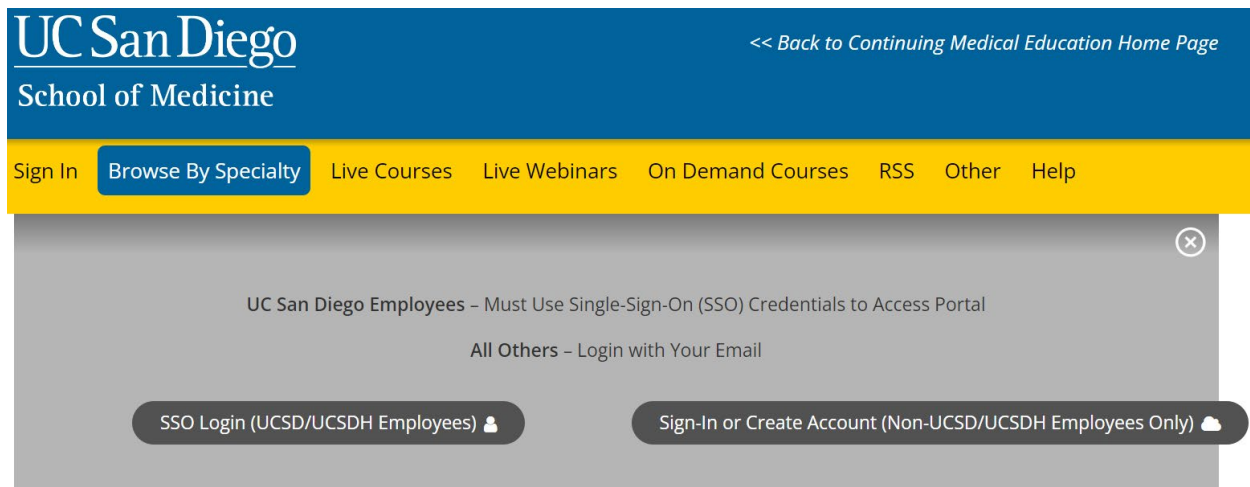
Via computer

Step 1: <https://ucsd.cloud-cme.com/default.aspx>

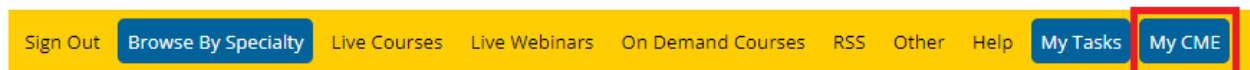
Step 2: Click **Sign In**, and sign in using the email address you used to register for the conference or to access the CloudCME® mobile app.



Step 3: If you are a UCSD/UCSDH employee log in using the **SSO Login** option otherwise click on **Sign-In or Create Account**



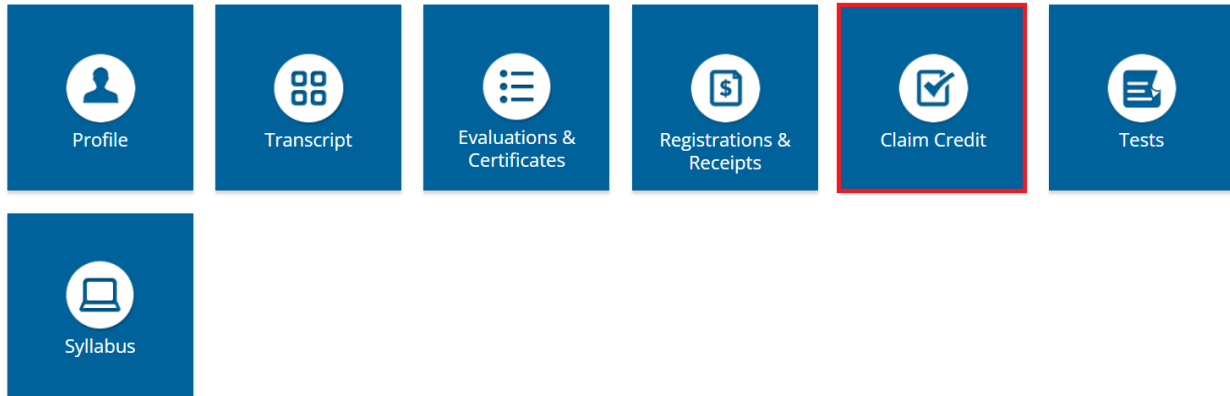
Step 4: Click the **My CME** button.



Step 5: Click the **Claim Credit** button.

MY CME

Instructions: Click a button to proceed.



Step 6: Enter the **Activity ID** and click the **Submit Activity ID** button.

Claim Credit

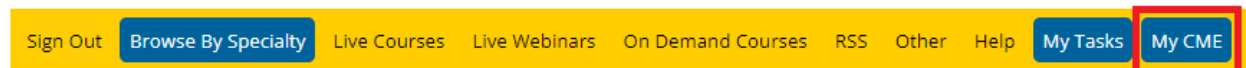
Self-Claim Credits

To claim credits for an activity, enter the Activity ID (number) below and click Submit Activity ID.

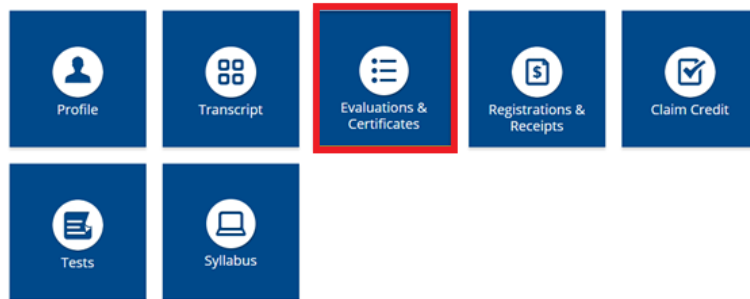
Please Enter the Activity ID (number): *

Step 7: Complete any additional questions or fields.

Step 8: Click the **My CME** button.



Step 9: Click **Evaluations and Certificates**. You can view evaluations that need to be completed or email certificates for activities already completed.



Step 10: You will need to complete the evaluation by clicking on the **Complete Evaluation** button. Once you have completed your evaluation you will be able to download your certificate.

EVALUATIONS AND CERTIFICATES

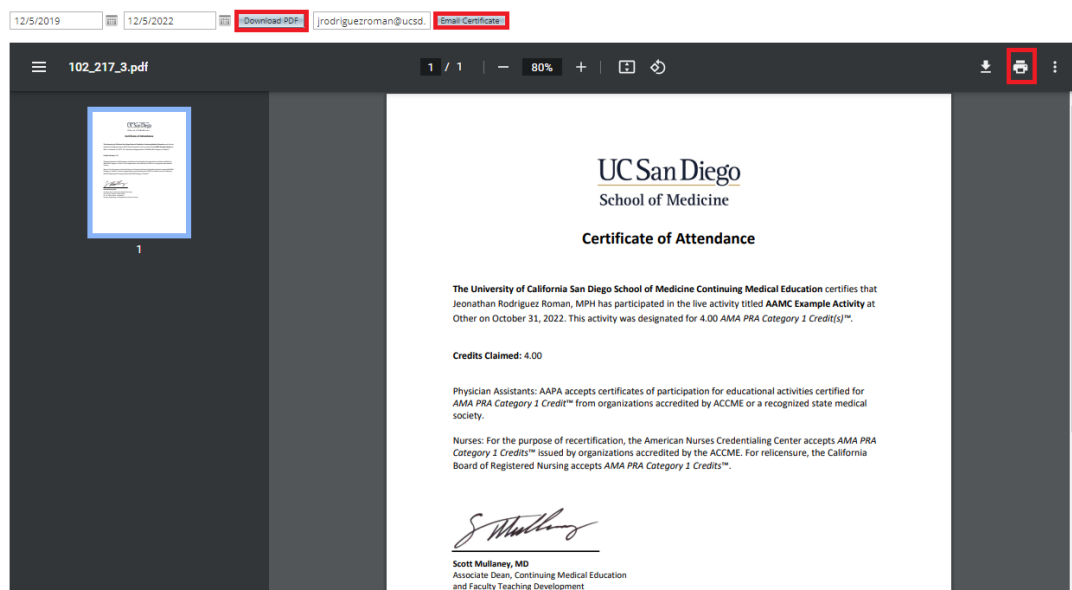
After receiving credit, certificates will be displayed in this area for 1-3 months. Please print or save any certificates before this time period ends.

Note: All credits will be recorded on transcripts, available for download 24/7 in the "Transcripts" area of the portal - credits earned do not disappear from transcripts.

Start Date: End Date: [SEARCH](#)

Credit Date	Course Title	Evaluations	Certificates
11/2/2022	AAMC Annual Meeting - Example	Complete Evaluation	
12/2/2022	MedEd Grand Rounds - TEST TEXT - 12/02	Complete Evaluation	
10/31/2022	AAMC Example Activity - Non-Physician Attendance		DOWNLOAD CERTIFICATE

Step 11: Once you click on the **Download Certificate** button you will be able to either download the PDF, email the certificate to yourself, or print the certificate.



NOTE: Accessing Your CME Certificate

Participants are responsible for claiming CME credit through CloudCME. Credit must be claimed within 2 weeks of the activity end date; after this period, you will no longer be able to claim credit.

Upon completion of the evaluation, a copy of your certificate will be emailed to you. It is strongly encouraged that you download and save the certificate at that time for your records. Our office does not provide duplicate or paper copies of certificates. Your credits are always available in your transcript via CloudCME. Instructions for downloading a copy of your transcript can be found using this [link](#).