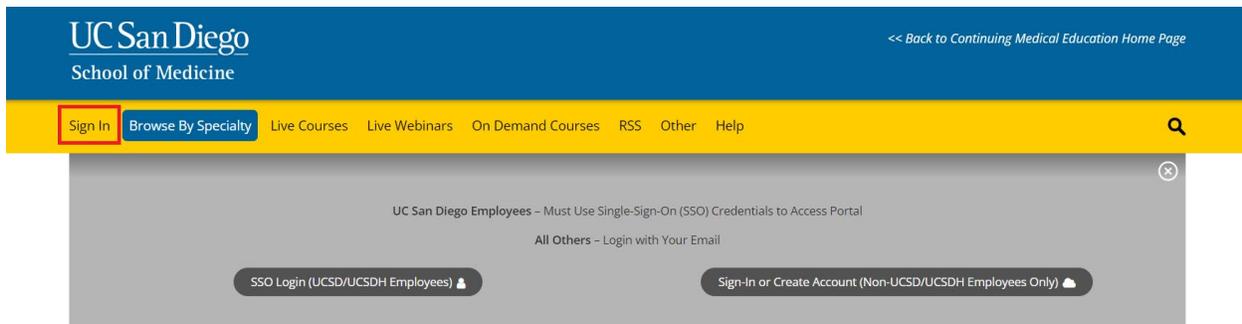
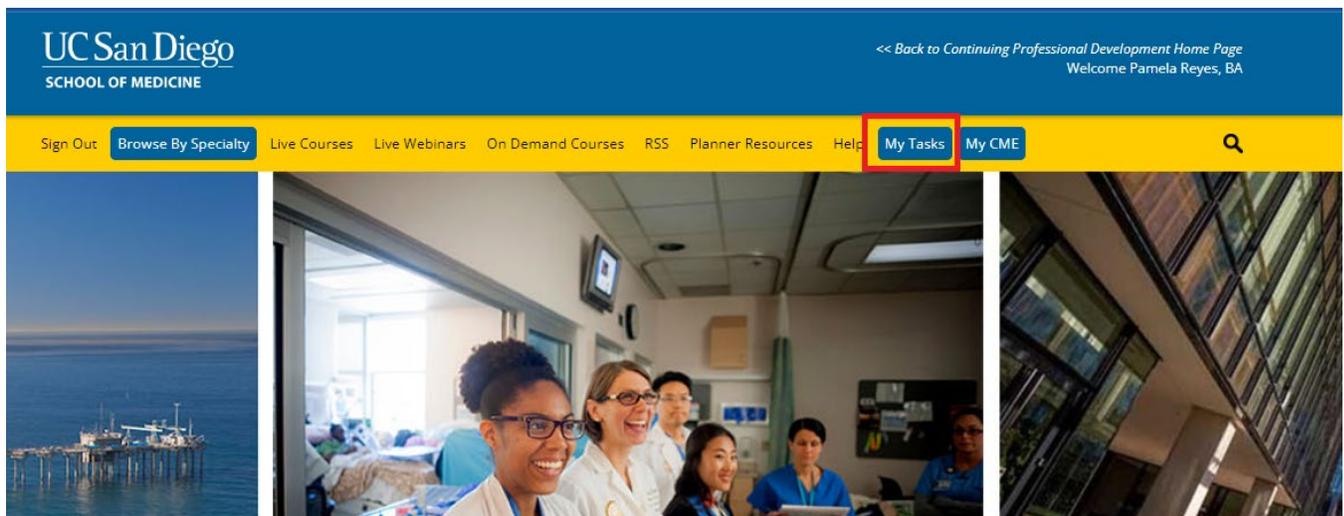


- **Step 1: Sign In** to CME Portal, <https://ucsd.cloud-cme.com/default.aspx>.
Note: If you are a UCSD/UCSDH employee please use SSO log in option.



- **Step 2:** Once logged in, you will see your **name on the top** once logged on successfully. Proceed by clicking on **My Tasks**.



- **Step 3:** Click on the **Begin/Update** button to upload a copy of your CV.

The screenshot shows the UC San Diego CME Learning Portal. The header includes the UC San Diego School of Medicine logo and a user welcome message for Jeonathan Rodriguez Roman, MD. A navigation bar contains links for Sign Out, Browse By Specialty, Live Courses, Live Webinars, On Demand Courses, RSS, Planner Resources, Mandated Education, Help, and My Tasks (with a red notification badge showing '2'). Below the navigation bar is a search icon and a 'My CME' button. The main content area is titled 'MY TASKS' and includes a welcome message and instructions. A tabbed interface shows 'Global Tasks' (with a red notification badge), 'Activity Tasks', and 'Upcoming Presentations'. A table lists four tasks with their status, names, expiration dates, and completion dates.

Status	Task Name	Expiration Date	Date Completed
Update	Upload Curriculum Vitae	Thursday, March 4, 2027	Wednesday, March 4, 2026
Begin	Upload Faculty Bio		
Begin	Upload Photo		
Update	Disclosure of Financial Relationships	Thursday, February 25, 2027	Wednesday, February 25, 2026

- **Step 4:** Click on “Add File” to upload your file

Upload Curriculum Vitae

To upload your curriculum vitae, click the "Add File" button below and select the file to upload.

File formats accepted are limited to MS Word or PDF and cannot exceed the file size limit of 1.2mb in size.

Please wait until the file uploads completely, this may take a few minutes depending on the file size. Once the file has uploaded completely, click the "Submit" button below to save the upload to the system.

Note: If you are having trouble uploading your file, please make sure that the filename does not contain any special characters like apostrophes, commas, quotation marks, etc.

Upload Curriculum Vitae

You can't leave this empty: Upload Curriculum Vitae

Submitted By

Jeonathan Rodriguez Roman

Date *

- **Step 5:** Click on “Choose File” followed by upload.

- **Step 6:** Enter the date you are submitting your file then hit submit
Upload Curriculum Vitae

To upload your curriculum vitae, click the "Add File" button below and select the file to upload.

File formats accepted are limited to MS Word or PDF and cannot exceed the file size limit of 1.2mb in size.

Please wait until the file uploads completely, this may take a few minutes depending on the file size. Once the file has uploaded completely, click the "Submit" button below to save the upload to the system.

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Upload Curriculum Vitae

You can't leave this empty: Upload Curriculum Vitae

Submitted By

Jeonathan Rodriguez Roman

Date *