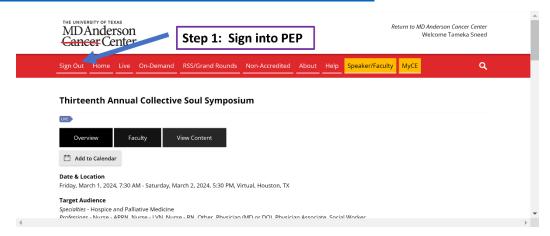
PEP NAVIGATION SHEET

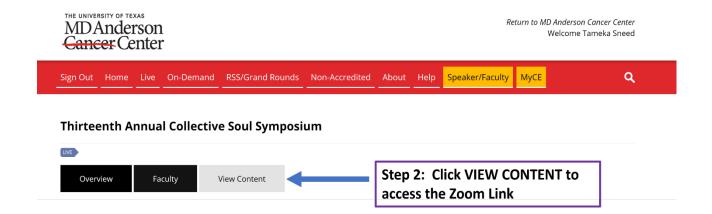
Click to go Page 4: How to Create A Profile

Step 1 - Sign in into the Professional Education Portal at

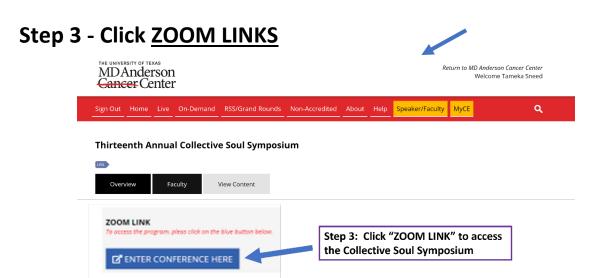
https://mdanderson.cloud-cme.com/CollectiveSoul2024



Step 2 - Click View Content to access Zoom Links

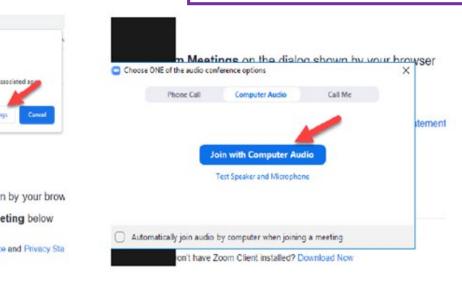


PEP NAVIGATION SHEET

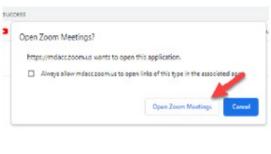


Step 4 - Entering Zoom Platform

Remember to mute your microphone when entering the board review.



Step 4: Entering ZOOM Platform



ick Open Zoom Meetings on the dialog shown by your brow

If you don't see a dialog, click Launch Meeting below

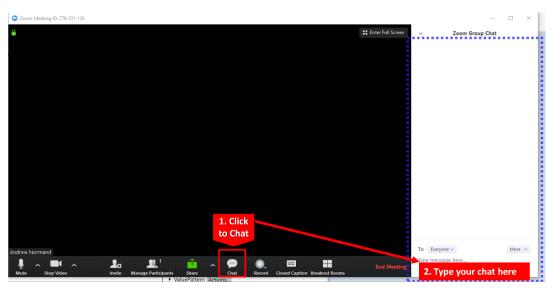
cking "Launch Meeting", you agree to our Terms of Service and Privacy Sta

Launch Meeting

PEP NAVIGATION SHEET

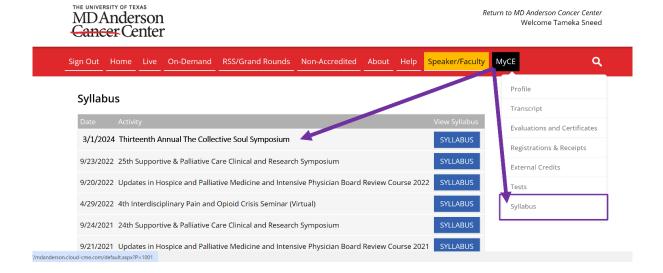
Step 5 - Typing questions/comments in CHAT

Post your questions to the speaker in the Zoom Chat during the session.
 The moderator will read your question and/or comment to the speaker.



Step 6 - Accessing the Presentation/Slides

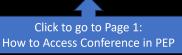
 In PEP click on MyCE tab, then drop-down menu, select Syllabus and then click on the Course SYLLABUS button





Thirteenth Annual Collective Soul Symposium - March 1-2, 2024

Activity ID: 32910



Texting Attendance and Claiming Credit in PEP@MD Anderson Using Google Chrome is recommended.

Complete the following steps to mark attendance at and claim credit for MD Anderson accredited CE activities. Attendees outside the U.S., please see page 4 for texting your attendance.

Note: We recommend creating your PEP account and pairing your mobile number to it (Steps 1 & 2) as soon as possible.

Step 1: Create/Access your PEP@MD Anderson Account and Profile

- A. Go to https://mdanderson.cloud-cme.com/cme/profile?P=100
- B. Click "Sign In" on the top left



- C. Select the login option appropriate to your situation:
 - If you are an MD Anderson employee, log in with your MD Anderson email address and password ("MD Anderson Login"), following the prompts to provide required information. Then skip to Step 2 (Pair Your Mobile Number to PEP)
 - If you are external to MD Anderson, choose the 2nd option "Guest Login"
- D. If you are external to MD Anderson and you have never logged into the system before, you'll need to click on "Don't have an account?"

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Forget Your Passwar 1: Don't have an account? On the Control of Source
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E. After completing all of the required fields, select the "Create Account" button.



F. Log in with the email and password you just specified and click the "My CE" button on the top right-hand side of the screen.



G. When the MyCE dashboard displays, select the "Profile" icon.



H. Complete all fields. Required fields are marked with an asterisk. NOTE: Select the profession associated with the credit type you want to receive. This is required to receive credit upon activity completion. If you have additional degrees you would like included in your Profile information, enter that information in the "Other" field. When you have entered all information, click the "Submit" button at the bottom of the screen.

Congratulations, your PEP@MD Anderson account has been created!



Step 2: Pair Your Mobile Number to PEP

These instructions below assume that you have an active account in PEP@MD Anderson and that you have entered a working mobile phone number. If you do not have an account, please return to Step 1 (Create/Access your PEP@MD Anderson Account and Profile).

- A. One-time process: Pair your email address
 - 1. Text the email address you entered in your Profile, to 844-912-1333.
 - 2. You will receive a message that looks like the one below.



<u>Recommendation:</u> Save the number **844-912-1333** in your cell phone contacts list so that you can easily identify the number for future attendance texting. "MD Anderson PEP" is one suggestion.

B. One-time process (optional): Download the CloudCME mobile app

The CloudCME app allows you to check in for an activity on your mobile device. (Downloading the app is not required for texting attendance.)

1. Navigate to your smart phone's app store and search for **CloudCME**. The correct app is:



2. When prompted for the organizational code, enter: MDAnderson (no spaces)

You will log in to the app with the same email and password you use to sign in to PEP@MD Anderson.



Step 3: Text Attendance During/After a CE Activity

NOTE: This method will replace sign-in sheets.

The window of time in which you can text your attendance will vary from activity to activity, however the standard window is 5 minutes prior to the activity, any time during the activity or 120 minutes after the activity.

- The activity ID 33664 will be announced at the start of your event and during the breaks.
- " Send a text with that activity ID to **844-912-1333.** You will receive a text message confirming your attendance has been recorded. **(texting to record attendance only needs to be done once for the duration of the activity).** When texting the activity ID, only text the numbers. Do not include any special characters or words. O ill

Attendees outside the United States

Attendees outside the U.S. that are unable to text attendance, must use the **CloudCME™** mobile app to scan the QR Code.



Third-party QR Code Reader apps do not work with this system. Please note that you do not need to have the PEP@MD Anderson app to use the SMS (text) attendance recording function.

Step 4: Complete the Activity Evaluation and View Your Credits

- A. Log in to the PEP@MD Anderson system at https://mdanderson.cloud-cme.com
- B. Navigate to the "My CE" tab.
- C. Click the "Evaluations and Certificates" icon.



D. An evaluation form that must be completed will display. After you have completed the evaluation, your certificate will be available in this area.