

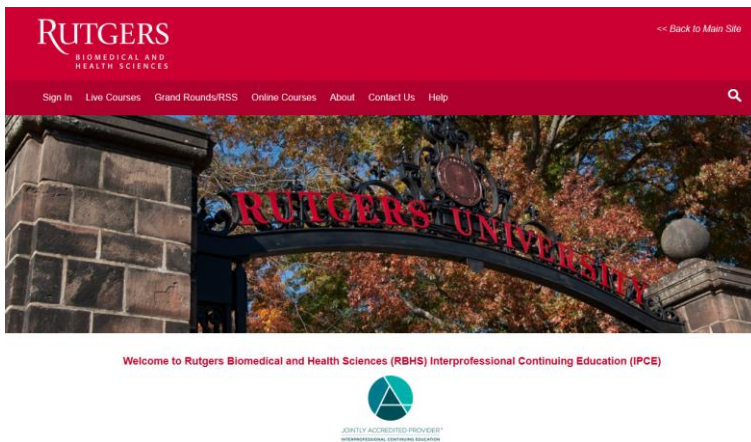
HOW TO RETRIEVE YOUR JULY 1, 2019 – JUNE 30, 2020 CE CREDIT FOR REGULARLY SCHEDULED SERIES

Introduction

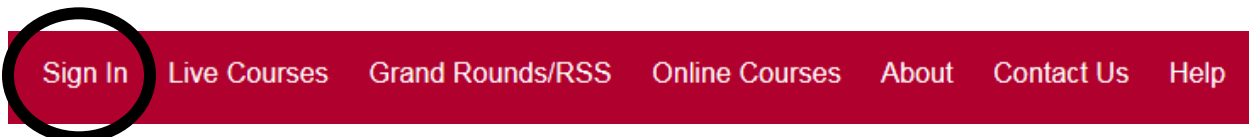
All CE credit provided by Rutgers Biomedical and Health Sciences can be retrieved at <https://rutgers.cloud-cme.com>. CE certificates for regularly scheduled series (RSS), e.g., grand rounds, tumor boards, M&Ms, journal clubs, case conferences, will no longer be mailed or emailed to participants. All CE credit is recorded on your Rutgers CloudCME transcript.

To access your CloudCME transcript, please complete the following steps:

Step 1: Go to <https://rutgers.cloud-cme.com>.



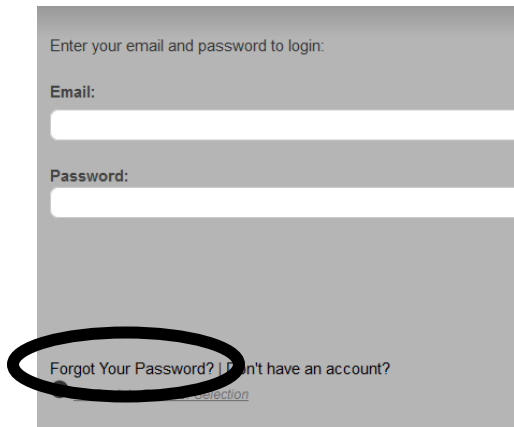
Step 2: Click "Sign In" in the upper left corner of the screen.



Step 3: Click "Sign in with your email and password." Do not click "Sign in with your Rutgers NetID" if you do have not a Rutgers NetID **AND** a Rutgers email address that you access regularly.



Step 4: YOU MUST SIGN IN WITH THE EMAIL ADDRESS THAT IS ON THE LIST DISTRIBUTED BY YOUR SERIES COORDINATOR. Click “Forgot Your Password?.” You already have a profile in CloudCME; however, it needs to be updated. If you prefer to use a different email address, please contact your series coordinator.



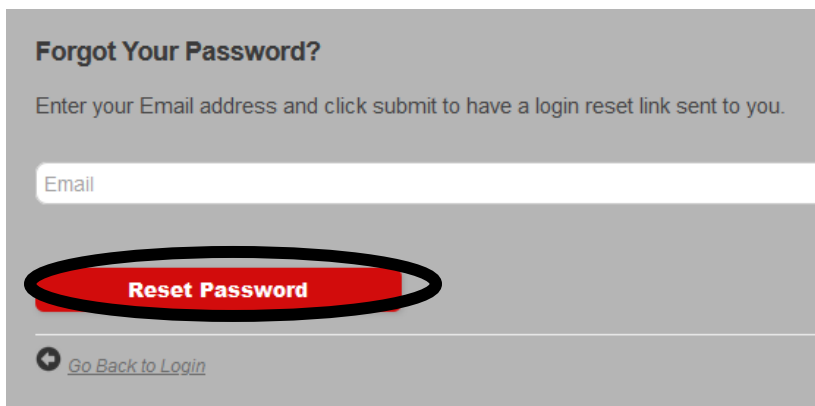
Enter your email and password to login:

Email:

Password:

[Forgot Your Password? | Don't have an account?](#)

Step 5: Enter the email address that is on the list distributed by your series coordinator and click “Reset Password” to have a password reset link sent to you, assuming you need to set your CloudCME password.



Forgot Your Password?

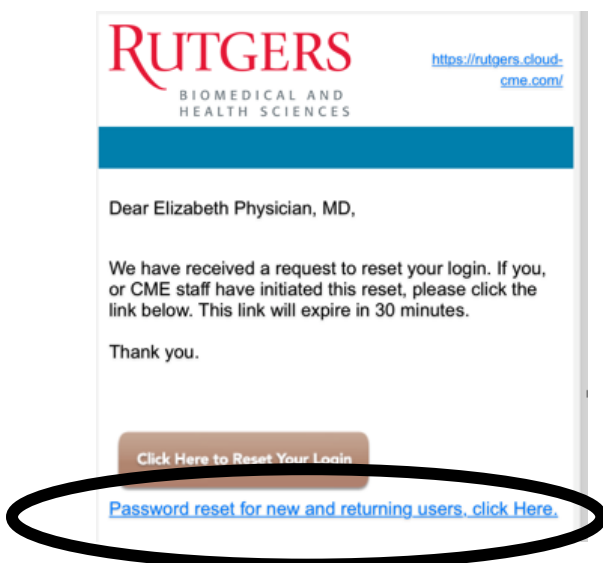
Enter your Email address and click submit to have a login reset link sent to you.

Email

Reset Password

[Go Back to Login](#)

Step 6: Check your email for the password reset email message. If the email does not appear in your inbox within a few minutes, please check your spam folder. The link to reset your password will expire in 30 minutes. When you receive the message, click the link in the message to reset your password.



Step 7: Reset your password.

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Reset Password

To change your password, please enter your new password into both password fields below, then click submit.

New Password:

Confirm Password:

[Submit](#)

Your password must meet the following criteria:

- at least 1 upper case character
- at least 1 lower case character
- at least 1 numerical character
- at least 1 special character
- between 8 and 16 characters
- password not previously used

Step 8: When your password is successfully reset, click “Click here to login.”

Reset Password

To change your password, please enter your new password into both password fields below, then click submit.

New Password:

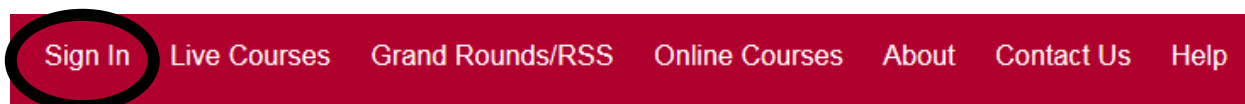
Confirm Password:

[Submit](#)

Password successfully reset

[Click here to login](#)

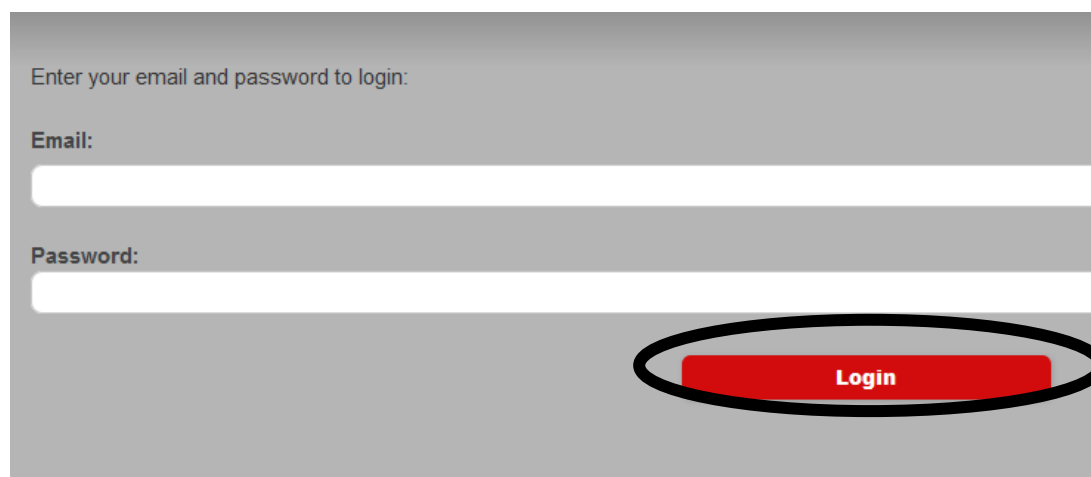
Step 9: You will be redirected to the portal home page. Click “Sign In” in the upper left corner of the screen.



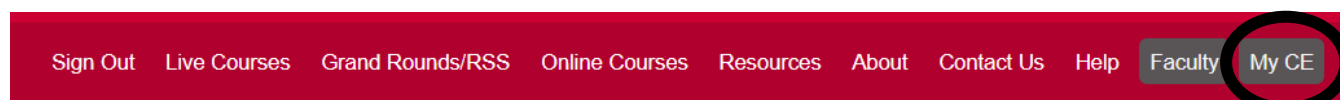
Step 10: Click “Sign in with your email and password.”



Step 11: Enter your email and password and click “Login”



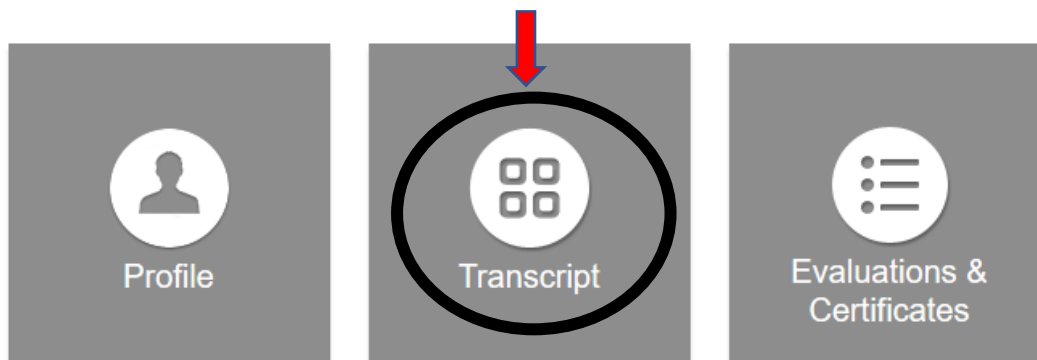
Step 12: Once you are logged in, click “My CE” in the upper right corner of the screen.



Step 13: “Click “Transcript” to view the CE credit that you have earned. Certificates will not be issued for RSS. All CE credit will display on your transcript.

My CE

Instructions: Click a button to proceed.



NOTE: When viewing your transcript, you can filter by date and/or credit type (if you indicated in your profile that you are eligible for multiple credit types). You can download or email your transcript. You can also store external credit documentation as a convenience by uploading a file (PDF, Word, Excel). This documentation will be auto-appended to the end of your transcript file.

The screenshot shows a user interface for filtering transcripts. It is divided into three main sections, each indicated by a red arrow pointing down:

- Filter by Date:** Contains two date input fields. The 'Start Date' field is set to '01/01/2010' and the 'End Date' field is set to '10/15/2019'.
- Filter by Credit Type(s):** Features a dropdown menu currently showing '-- Select --', an 'Apply' button, and a 'Clear' button.
- Download Transcript:** Includes three options: 'Download Transcript' (with a download icon), 'Email Transcript' (with an envelope icon), and 'Upload Files' (with a document icon and a help question mark).

Below these sections are three checkboxes: 'Show Zero Hour Credits', 'Hide External Files', and 'Hide External Credits', all of which are currently unchecked.

QUESTIONS?

Please contact your department's RSS coordinator, or contact Rutgers Center for Continuing and Outreach Education at ccoe@rbhs.rutgers.edu.