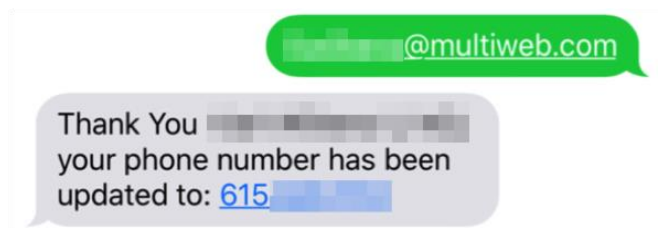
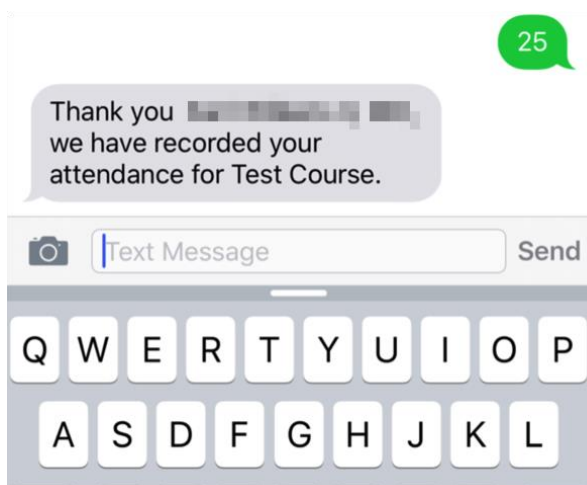


These instructions assume that you have an active account in CloudCME®. If you do not, please set up your account first. You can only record your attendance {X minutes prior to the meeting, during the activity or X minutes after the meeting}.

**Step 1:** Pair your mobile phone to your CloudCME® account. Text your email address, entered in your profile, to **{Enter your organization's texting phone number}** to opt-in to the text message attendance program. You will receive a text message that your phone number has been updated. This is a one-time operation.



**Step 2:** To record your attendance to an activity, text the Activity ID or Activity Code that has been provided for your activity<sup>1</sup>. You will receive a text message that verifies activity attendance has been recorded.



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<sup>1</sup> You must text an SMS text message not an iMessage, if using iOS.

You will receive an incomplete profile text message if you try to text your attendance and have a missing Degree and/or Profession in your profile. Please complete the fields in your CloudCME® profile before texting attendance.

Unfortunately, your profile is incomplete and your attendance could not be recorded. Please update your profile and text in attendance again.

You can only record attendance once to an activity. If you try to record attendance an additional time, you will receive the following text message.

Thank you [REDACTED] however your attendance for Test Course has already been recorded.

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If you attempt to record your attendance to an activity for which you are not registered, you will receive the following text message.

Sorry [REDACTED] but this activity requires pre-registration before you can record your attendance for Test Course Please ensure that you are registered for this event at: [https://\[REDACTED\].cloud-cme.com/](https://[REDACTED].cloud-cme.com/)

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