

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

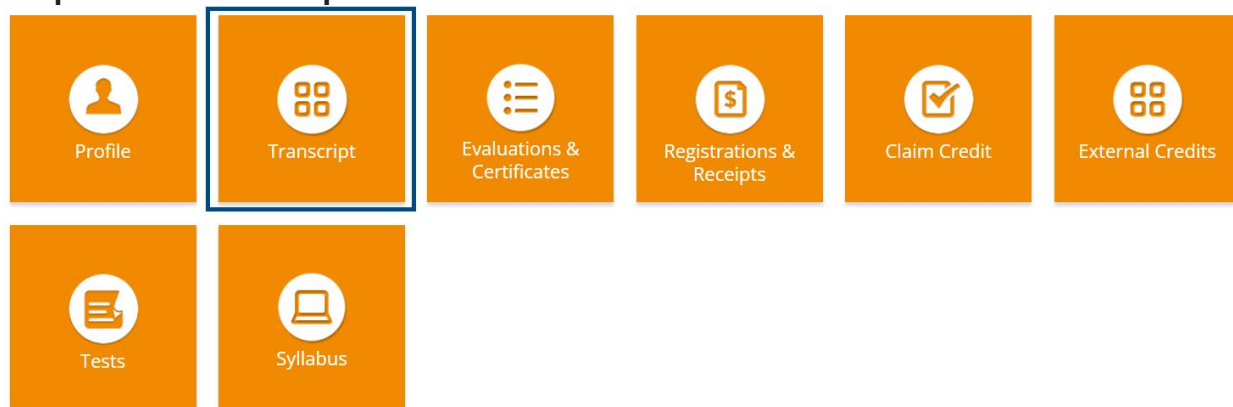
**Step 2:** Click **Sign In**, and sign in using your email address and password.



**Step 3:** Click the **My CME** button.



**Step 4:** Click **Transcript**.



**Step 5:** Select a date range for the transcript records you wish to access by entering in a Start and End Date or filter transcripts by credit type. You can email or download your transcript.

A filtering interface with the following elements:
 

- Filter by Date:** Start Date: 1/1/2010, End Date: 3/5/2021.
- Filter by Credit Type(s):** A dropdown menu with "-- Select --" and a question mark icon.
- Show Zero Hour Credits
- Hide External Files
- Buttons: Apply, Clear.
- Actions: Download Transcript, Email Transcript, Upload Files (with a question mark icon).

## Via CloudCME App

**Step 1:** Open the CloudCME Mobile App.

**Step 2:** Login using your email address and password.

**Step 3:** Select **My Transcript** on the menu.

**Step 4:** Select “View,” “Email” or “Save to My Device” depending on the action you wish to take.