

Instructions to access and manage your registrations and receipts.

## Via computer

Step 1: Navigate to https://ucdavis.cloud-cme.com

Step 2: Click "Sign In" on the top left, and sign in using your email address and password.

SIGN IN LIVE COURSES WEBINARS ON-DEMAND COURSES RSS LEARNING FROM TEACHING CONTACT US HELP

Step 3: Click the "My CME" button on the top right-hand side of the screen.



## Step 4: Click "Registrations & Receipts."



Step 5: You can view all the activities you have registered for and, if an activity has a fee, you can view your receipt. To view the receipt, click the "Receipt" button.

3/7/2017	Urology Workshop Thursday Attendance 3/9/2017	Urology Workshop Thursday Attendance IMPORT COMP (IMP) - Urology Workshop Thursday Attendance 3/9/2017	\$0.00	
2/27/2017	2017 Pediatric Urology Workshop	Non-Physicians Only - One Day () - 2017 Pediatric Urology Workshop	\$50.00	Receipt

Step 6: You will see the receipt details for the activity including payment information.



2017 Pediatric Urology Workshop - Non-Physicians Only - One Day \$50.00				
Order Total:	\$50.00			
Payment Processed On: 2/27/2017	\$50.00			
Total Paid:	\$50.00			
Payment method: American Express				
Balance Due:	\$0.00			

Step 7: Receipts may be emailed. Enter the email address where you wish to email your receipt and click the "Send" button.

## Enter the email address to receive a copy of the receipt:

Step 8: Enduring Registrations – You can access enduring content you have already registered for. Click on the activity name and you will be directed to the course overview page of the activity where you can access content and take any required tests.

