SMS Texting Instructions for CloudCME

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 5 minutes prior to the meeting, during the activity, or up to 30 minutes after the meeting.

Step 1:

- Pair your mobile phone to your CloudCME account.
- Text your email address (the one listed in your CloudCME profile) to: (833) 448-1803.
- You will receive a confirmation text indicating that your phone number has been updated.
- This process only needs to be completed once.

Step 2:

- To record your attendance, text the Activity ID or Activity Code provided for your activity.
- You will receive a confirmation text once your attendance has been successfully recorded.
- **Note**: You must send a standard SMS text message; iMessage will not work on iOS.

Incomplete Profile Notice:

If you attempt to record attendance with an incomplete CloudCME profile (e.g., missing degree or profession), you will receive an alert instructing you to update your profile before attendance can be recorded.

Duplicate Attendance Notice:

Attendance can only be recorded once per activity. If you attempt to record attendance more than once, you will receive a message indicating that attendance has already been recorded.

Unregistered Activity Notice:

If you try to record attendance for an activity you are not registered for, you will receive a message instructing you to register for the activity before proceeding.