UCSF Medical Education is a part of the UCSF School of Medicine.

meded.ucsf.edu/ continuing-education

UCSF | Office of Continuing Medical Education

UCSF Continuing Education Portal

CloudCME®

Faculty Tasks

The **FACULTY** tab on the CE Portal main menu allows presenters, moderators, reviewers, and others to manage tasks related to the continuing education activities with which they're involved. This will be known as the infamous "CME Paperwork" screen.
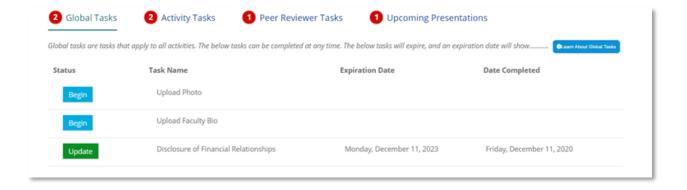
Sign in to the CE Portal using your UCSF MyAccess credentials or email address and password at https://ucsf.cloud-cme.com.

SIGN IN	LIVE COURSES	ON DEMAND	GRAND ROUNDS	CONTACT US	ABOUT US	HELP

Once signed in the **FACULTY** tab should appear with a badge indicating the number of tasks to complete (if any).

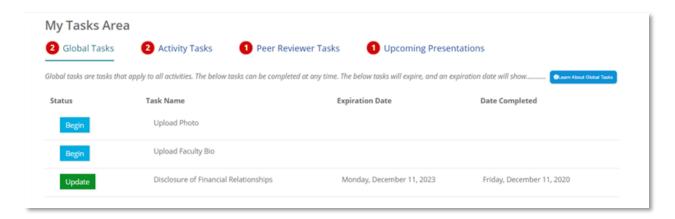| SIGN OUT	LIVE COURSES	ON DEMAND	GRAND ROUNDS	CONTACT US	ABOUT US	HELP	FACULTY	MY CME

The **Faculty** area allows faculty, planners, and peer reviewers to view system tasks and activity tasks in CloudCME®. Also, peer reviewers can begin the peer review process.
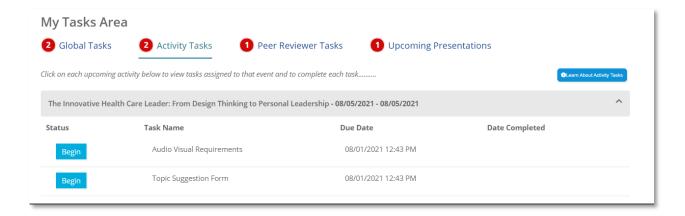
Global Tasks

The **Global Tasks** area displays assigned system tasks such as uploading a photo, a faculty bio, or updating a disclosure. These are items that apply to all activities in the system.
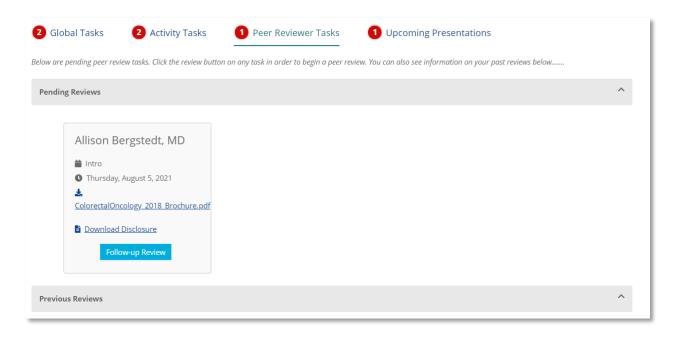

Activity Tasks

The **Activity Tasks** area displays assigned activity tasks such as audiovisual requirements, presentation release forms, and availability. These are items specific to individual activities.

Peer Reviewer Tasks

The **Peer Reviewer Tasks** area allows peer reviewers to begin the peer review process. Peer reviewers can download presentations, submit suggested revisions, and approve/reject presentations from this screen. See the COI Mitigation guides for more information on this process.

Upcoming Presentations

The **Upcoming Presentations** area displays assigned presentation tasks for specific activities. Users can download presentations, view requested revisions and upload revised presentations from this screen.