

RSS Dashboard

How to change the date, time, and texting time

1. Sign on to CloudCME and go to the RSS Dashboard
2. Find the session you want the change or update

Click on the Topic

RSS Dashboard

Instructions: This screen displays upcoming Regularly Scheduled Series (RSS) child activities. Enter an RSS activity name, a date range and/or select a status to display RSS child activities. To edit an activity, click the activity name or the pencil icon. To add faculty, click the Manage Faculty button in the Faculty column. Enter the last name and select the faculty from the drop-down list. Clicking the Request Disclosure checkbox will send an email for the faculty member to complete their disclosure.

Test RSS - 6/29/2022 Parents Only

Date Range: 1/26/2022 to 11/26/2022 Status: All Owner: Administrator: Location: Department:

Faculty: Specialty:

Child Status	Details	Topic	QR	Faculty	Presentations & COI Status	Target Audience	Owners / Coordinators
INCOMPLETE	Series Name: Test RSS Wednesday, June 29, 2022 8:00 AM - 9:00 AM Location: Zoom Teleconference Department: N/A Parent ID: 18725 Child ID: 18745	Test RSS - 6/29/2022 <input type="button" value="Edit"/> <input type="button" value="Calendar"/> <input type="button" value="Delete"/>	<input type="button" value="Single Scan QR"/>	<input type="button" value="Manage Faculty (0)"/>			<input type="button" value="Send"/> Owners: • Chanise Reese

3. After clicking on the topic, the RSS Activity Editor will pop up.

Change the topic/title

Change the date

Upload documents

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RSS Activity Editor

Instructions: This screen displays RSS child details and allows for modification. Change the title to reflect the topic of the session. If necessary, adjust hours and location. Specify objectives by clicking the + in the objectives grid. Select specialties, subspecialties, areas of interest, and professions as they apply. Upload any necessary supporting documentation. When finished, click Save & Close.

Name:

Location: Date/Time: to

Allow Texting Minutes Prior: Allow Texting Minutes After:

Objectives
If this activity has multiple accrediting bodies, select a set of objectives to edit them.
 Physician

Specialties
Select relevant Specialties in the Specialties drop-down in order to display the corresponding Subspecialties and Areas of Interest drop-downs (if applicable).
Specialties:

Professions
Professions:

Supporting Documentation
Instructions: If you need to upload supporting documents (.docx, .txt, .pdf), add them here. Note: This is not for uploading faculty powerpoint or presentations.

Uploaded Files
No files currently uploaded to this activity.

RSSWizard.aspx?EventID=18745

Click here to save changes

Change the texting times