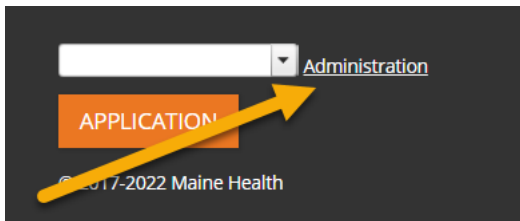
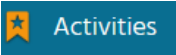



# Changing the Title of Your Activity within CloudCME

1. You will begin by logging into your account at <https://mainehealth.cloud-cme.com/default.aspx>
2. In the lower left side of the screen you will click on the “Administration” button.







3. Next you will click on  on the left side of the screen and then 
4. You then will enter the name of the activity you are interested in changing near the top right of the screen. Once the name is found, click on it.

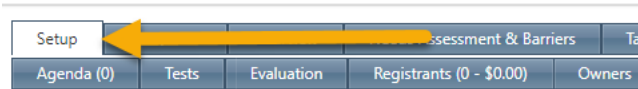
*Instructions: Click the help icon for detailed instructions on the use of this screen.*



5. Once the activity has loaded up, find and click the “pencil” to edit the activity.

Activity ID	Calendar	Edit	Deactivate	Copy	QR	Approved	Show in AP	Reg. Active	Registrations	View	Name
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
64286						<input type="checkbox"/>	<input type="checkbox"/>	0			Journal Review CME

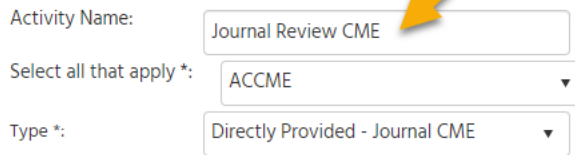
- You will automatically load up under the "Setup" tab. Under that tab you will find the "Activity Name" that you can augment. After **any** changes you must click on the "Update" tab to save these changes.



Setup	Assessment & Barriers	Ta		
Agenda (0)	Tests	Evaluation	Registrants (0 - \$0.00)	Owners

Instructions: Most fields on this tab are required. Roll over each field to see more than one accreditation type. If the activity is joint accredited, pl

**EventID: 64286**



Activity Name:

Select all that apply \*:

Type \*:

**ACCME Fields**

ACCME Activity ID:

Approval Status:

