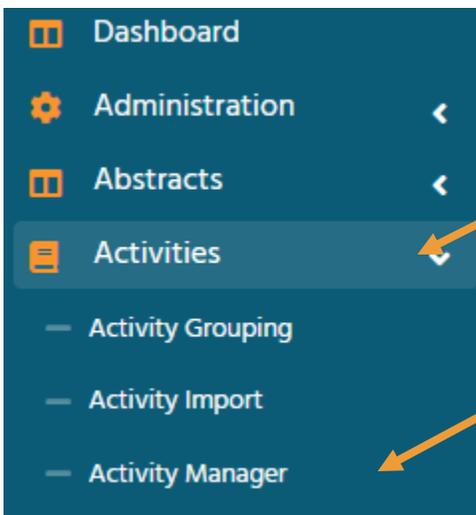


Instructions for Adding/Changing Objectives

- Navigate to CloudCME at <https://mainehealth.cloud-cme.com>
- Sign in with your Email and Password
- Scroll to bottom left-hand side of the page
- Click on the Administration link next to the open text box. If you don't see the Administration link, email cloudcmehelp@mainehealth.org and request administrative access.



- In the left-hand side blue navigation panel, click on Activities and then Activity Manager.



- If you don't see the activity you want to edit, email cloudcmehelp@mainehealth.org and ask that you be added as an owner of that activity.

- Click on the Name of the activity.

Favorite	ID	Start	End	Name
☆	98714 	Mar 21, 2025 1:00 PM	Mar 21, 2025 2:00 PM	Activity Manager Checklist Training - TEST- RSS

- Under the Core Options tab, click on the Objectives tab
- Add or change the objectives

Core Options | Accreditation | Faculty & Roles | Search Tags | Documentation | Content & Reports

Basic Information | Types & Formats | Credits & Sessions | MOC | **Objectives** | Marketing | Portal Overview | Evaluations

Objectives Intro Text
Enter the objectives intro text that will display on the Attendee Portal.

`</>`
Test

Objectives
Choose a type of objective to edit. 

Nurse

Pharmacist

Physician



- Save Changes
- If this is an RSS activity, you first click the Recurrence/Children tab, then from the Core Options tab, click the Objectives tab and add or change the objectives and save the page.