

## • How do I access my certificate after I complete a course in the ACS Online Learning Portal?

Step 1: Upon completion of a course in the ACS Online Learning Portal, you will be able to access and view your certificate. On the Credit page, click on "Access your Transcript." It will take you to the MyCME portal.

Credit	
	← Return to Course Home
<b>Course Navigation</b>	Credit
● Course Information 🚽	To view and print your CME credit/certificate, click on the link below to access your transcript. You will be taken to the <i>My</i> CME website.
<ul> <li>2023 Clinical Congress</li> <li>Showcase session:</li> <li>Management of the</li> <li>Difficult Gallbladder</li> </ul>	Note. It may take 15 minutes for your credits and/or certificate to appear in the transcript.           Access Your Transcript
<ul> <li>Webinar: Management of the Difficult Gallbladder</li> </ul>	
Course Evaluation	
CME Credit Claiming     Information	
<ul> <li>Credit</li> <li>Available: 06/27/2024 -</li> <li>6:00pm</li> <li>Optional</li> </ul>	

Note: This step above only applies to educational offerings that are hosted on the ACS online learning portal.

Alternatively, visit <u>https://cmeapps.facs.org/cme/</u> to log in to MyCME. Use MyCME to manage your CME credit at your convenience. With MyCME, you can view, upload, and track CME activities; electronically share CME Credits; and reflect on and plan your future learning.

Step 2: Click on the "Transcript" tab at the top of the page, the certificates will be listed for the courses you completed.



Step 3: To print or download the certificate, click on the word "print" next to the certificate that you want to print.

J. IT	Program 🏨	File 🎼	Awarded By ↓î	ACS Verified CME Credit	ACS Verified Self- Assessment CME Credit	Self Reported CME Credit	Self Reported Self- Assessment Credit	Date Granted 🂵
<u>Print</u>	Management of the Difficult Gallbladder		ACS	1.50	0.00			6/4/2024

Step 4: Click on the print options for the type of certificate that you are eligible for under your account.



The certificate will begin downloading to your computer to save or print for later. Look at the top right-hand corner of the browser page to check the status of the download. In this example, a CME Credit Certificate is being downloaded.

