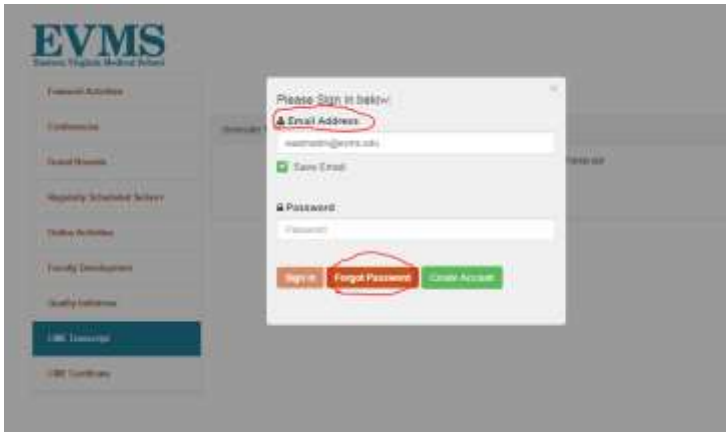


Instructions for completing surveys

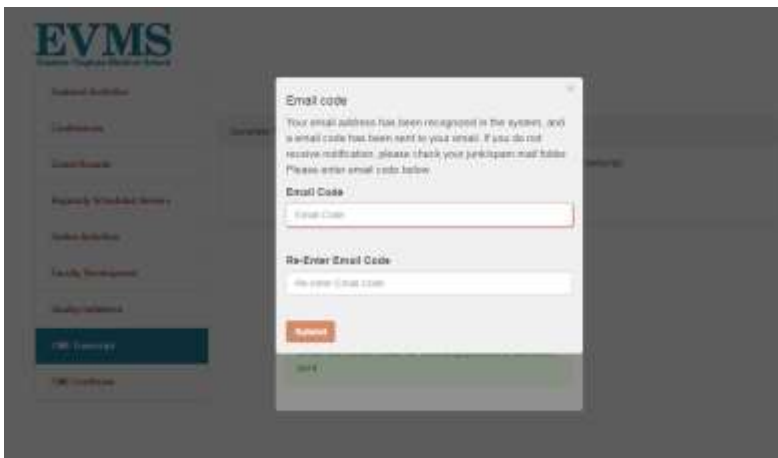
Click on the survey link in the email that was sent to you. The screen below will open up. Click on the button that says “Sign in to Generate Certificate”



Enter your email address if it doesn't automatically populate for you and then click on Forgot Password

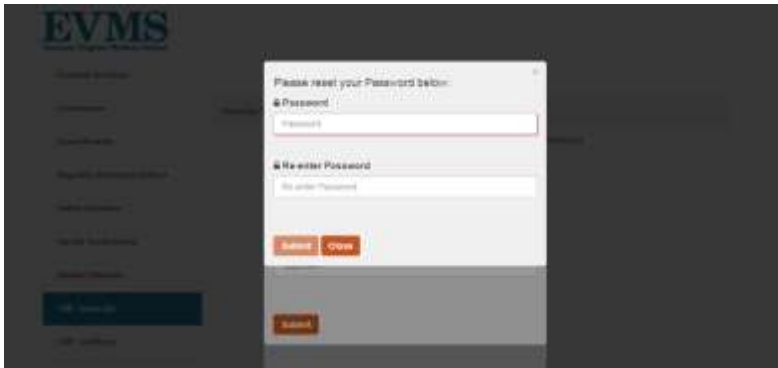


The next screen will tell you that your email has been recognized in the system and will send you an email with a code. If your email is not recognized, then you will need to click on the Green Create Account button and follow the instructions.

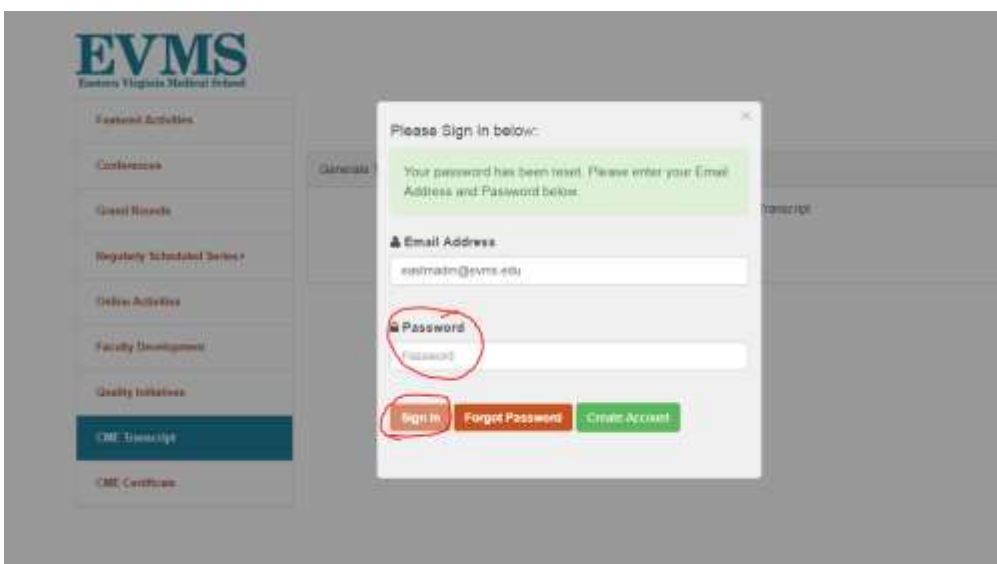


You will receive an email from Auto Password and the Subject will be Password Request. In the email will be an Email Code that you can copy and paste to the website. Re-enter the Email Code again and click on the Submit button.

The screen below will pop up asking you to choose a password and then re-enter the password and click on the Submit button.



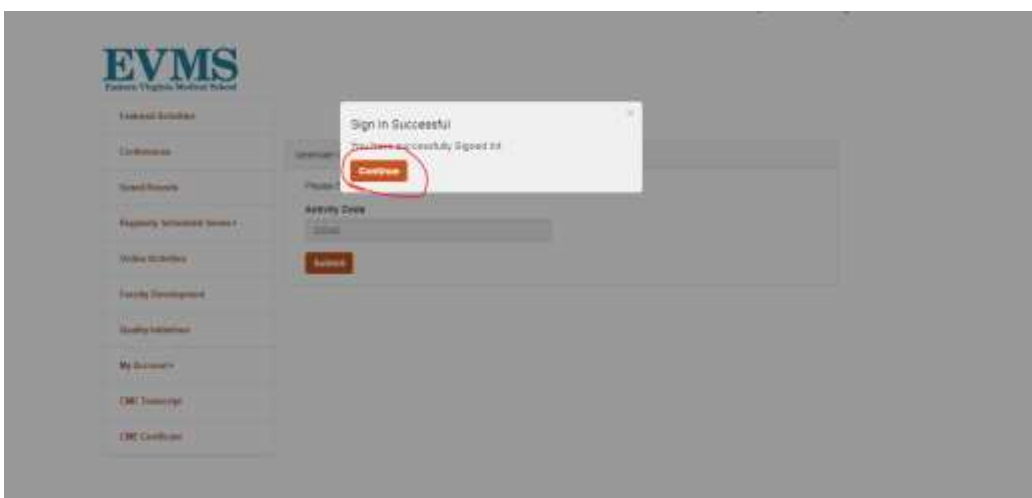
The screenshot shows the EVMS (Eastern Virginia Medical School) website with a modal window titled "Please reset your Password below:". The form contains two input fields: "Password" and "Re-enter Password". Below the fields are two orange buttons labeled "Submit" and "Clear". A "Submit" button is also visible at the bottom of the modal.



The screenshot shows the EVMS website with a modal window titled "Please Sign in below:". A green message box states: "Your password has been reset. Please enter your Email Address and Password below:". The form includes an "Email Address" field with the text "evmsadm@evms.edu" and a "Password" field. Below the fields are three buttons: "Sign In" (orange), "Forgot Password" (orange), and "Create Account" (green). The "Sign In" button is circled in red.

When the screen refreshes, you will get the above message that says your password has been reset. Enter your email if it is not already there and then enter your new password and click on the Sign In button. **You will need to remember your password that you created.**

Once you have successfully signed in, your screen will look like the picture below. Click on the red "Continue" button



The screenshot shows the EVMS website with a modal window titled "Sign In Successful". The message says: "You have successfully signed in!". Below the message is a red "Continue" button. The background shows the EVMS website interface with a sidebar menu and a main content area.

The next screen will look like the picture below. The “Activity Code” should already be prepopulated for you, so just click on the red “Submit” button.

EVMS
Eastern Virginia Medical School

Certificate

Generate Certificate

Please Enter your Activity Code:

Activity Code
73545

Submit

The survey will then pop up for you to complete. Once you have completed the survey calculate the number of credit hours you will be claiming and click on the “Done” button. You will need this information when you go to the next screen. When the screen refreshes, select the type of credit you are receiving from the dropdown box. Enter the number of credit hours you are claiming and then click on the Submit button. Do not hit the back button on your computer.

EVMS
Eastern Virginia Medical School

Certificate

Certificate Preparation

VA Society of Eye Physicians and Surgeons Annual Scientific Meeting

Please select appropriate credit type to determine number of credits available. The maximum amount of credit is reflected beside the credit type. *

AMA PRA Category 1: 11.25

Learners should claim only the credit commensurate with the extent of their participation in the activity

Indicate the number of credits you wish to claim for attending this activity: *

Credit Hours
Example: 10.00

*Please note that your certificate will be displayed in a pop up window. Be sure that your browser allows popups for this site.

Submit

Your certificate will pop up and then you can select the print certificate button.

EVMS
Eastern Virginia Medical School

[Featured Activities](#)

[Conferences](#)

[Grand Rounds](#)

[Regularly Scheduled Series](#)

[Online Activities](#)

[Faculty Development](#)

[Quality Initiatives](#)

[My Account](#)

[CME Transcript](#)

[CME Certificate](#)

Certificate

Certificate

Thank you for participating in an [educational activity](#) for Eastern Virginia Medical School.

[Print Certificate](#)

EVMS
Eastern Virginia Medical School

CERTIFICATE OF CREDIT
EASTERN VIRGINIA MEDICAL SCHOOL

Certifies that

Diane Eastman, MD
has participated in the live activity titled

VA Society of Eye Physicians and Surgeons Annual Scientific Meeting
at The Hilton McLean
McLean, VA
Jointly Provided by
Eastern Virginia Medical School
and Virginia Society of Eye Physicians and Surgeons
on
June 07, 2019- June 15, 2019
and is awarded 11.25 AHA PBA Category 1 Credits™