

## Texting Attendance

Attendees can self-report attendance by texting an Activity ID to St. Luke's Cloud-CME SMS number. Before texting can be utilized, *attendees must have a St. Luke's Cloud-CME profile with a mobile number, degree, and profession entered.*

### Pairing your device

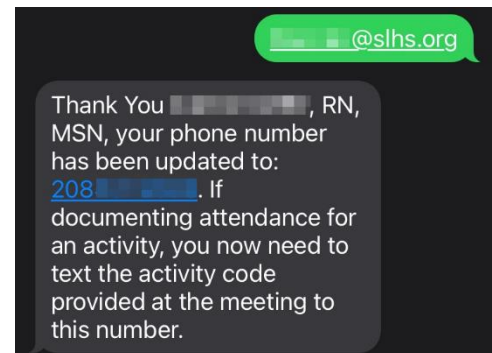
The first time you text attendance you will need to pair your phone to your St. Luke's Cloud-CME account. This is a one-time operation.

It is recommended to save the attendance number (877-372-4011) in your phone for future use.

**Step 1:** Open the texting app on your mobile phone.

**Step 2:** Text the email address used to login to Cloud-CME to (877-372-4011). For St. Luke's employees this should be your St. Luke's email address.

A text message will verify the pairing of your mobile number.



### Recording attendance

**Step 1:** Text the **Activity ID** number for the activity you are attending to 877-372-4011.

- A text message will verify that attendance has been recorded.

**Note:** Attendance texting is only available within a specified window of time before, during, and after the activity.

