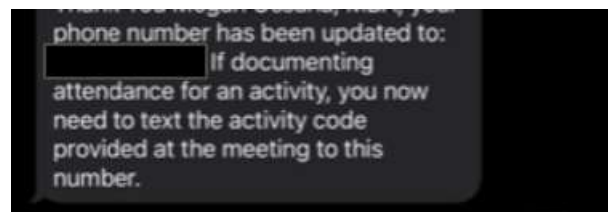


SMS Texting

SMS Texting allows users to easily record their attendance using their mobile device for activities.

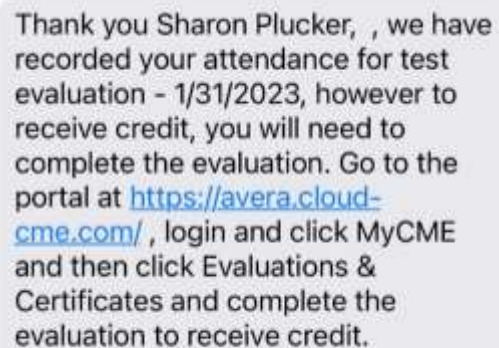
These instructions assume that you have an active account in the Avera CE Portal site. If you do not, please set up your account first. You can find instructions on how to set up your account through the Mobile App Instructions.

Pairing your mobile device: First, you must pair your mobile device to your account. Text your email address that was entered into your profile to (605) 299-0525. You will receive a message that looks like the one below, that your phone number has been updated. This is a one-time operation.



Recording your attendance: To record your attendance to an activity, text the activity ID or code that has been provided by the presenter. You will receive a message back that verifies your activity attendance has been recorded.

You can only record your attendance up to 60 minutes before the activity, during the activity or up to 1440 minutes afterwards.



SMS Texting

Typical System Responses: There are some typical auto generated system responses that a user could receive.

1. **User not found in system:** This message indicates that the user has not paired their mobile device with their account. See above for pairing your mobile device.
2. **Phone has successfully been paired with the users profile in CloudCME®:** After texting your email address, the users mobile device will be paired with their profile.
3. **Incomplete Profile:** Users will receive an incomplete profile text message when trying to text an activity ID for attendance. Users will only receive this text message when they have not completed the required entries in their profile, such as profession and/or degree.
4. **Fraud Prevention:** Users can only record your attendance up to 60 minutes before the activity, during the activity or up to 1440 minutes afterwards. Texting outside of this timeframe will result in an error message.
5. **Successfully Recorded Attendance:** When users record their attendance successfully, they will receive a confirmation text that their attendance has been recorded.
6. **Recording Attendance once per activity:** Repeated attempts to record your attendance for an activity will result in an error message.

