

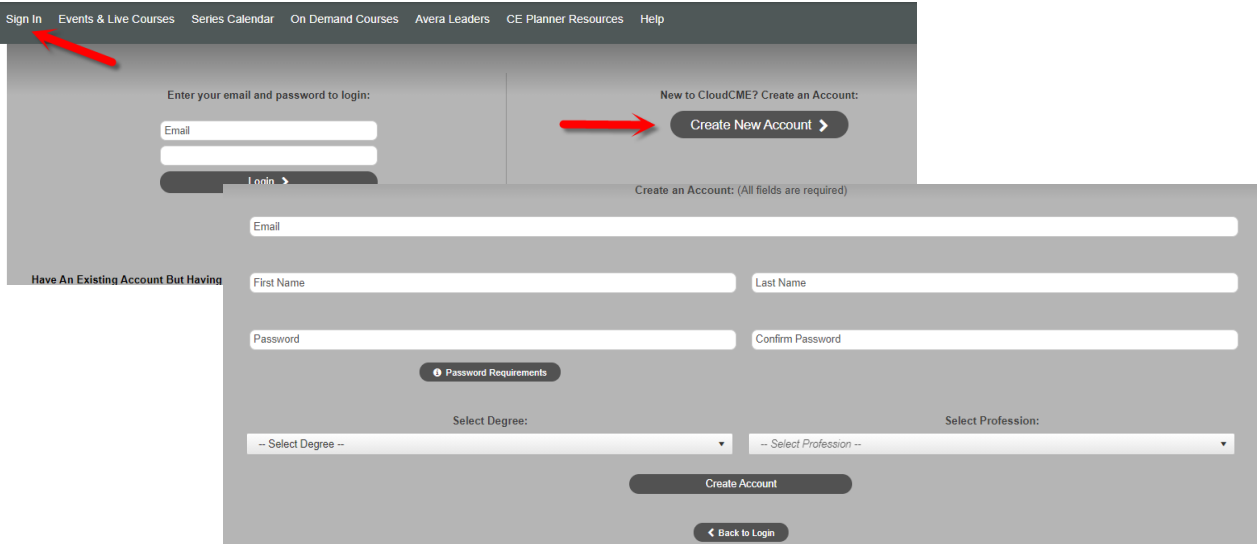
# 1 Avera CE Portal – Create an Account

Creating an account in the Avera CE Portal can be done either with a computer or on a [Smart Phone](#) (instructions Page 2).

## COMPUTER

Click the following link: <http://avera.cloud-cme.com>

1. Click “Sign In” – Create New Account link and complete all fields. When the confirmation pop-up appears, click OK. Go back to the login page and to complete the profile page.



2. Return to home page; click Sign In and log in using the email used when creating this account. Click My CE – Profile and complete all fields highlighted in red. Physicians, pharmacists or pharmacy techs, **must** fill in the Credentials section in order for Avera to transmit the education data to the appropriate accrediting bodies.

Organization/Company \*

Birth Month Birth Day

Maintenance of Certification and Continuing Certification (MOC/CC)

Will you be claiming MOC/CC points?

Yes  
 No

Credentials

*It is the responsibility of the pharmacist, pharmacy technician or physician to provide the correct information to receive credit if available.*

*To add additional credentials, if available, click the plus (+) sign. To remove a credential click the minus (-) sign for that row.*

Credentials (Select One)	ID

State License(s)

*To add additional state licenses click the plus (+) sign. To remove a state license click the minus (-) sign for that row.*

State License Type:	License #	Expiration Date:

Please Enter Your Work Address

Address 1 \* Address 2

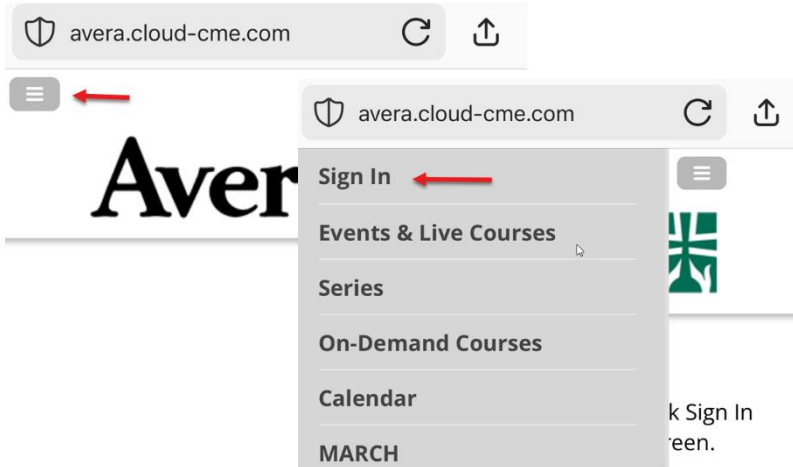
City \* State \* Zip/City Code \*



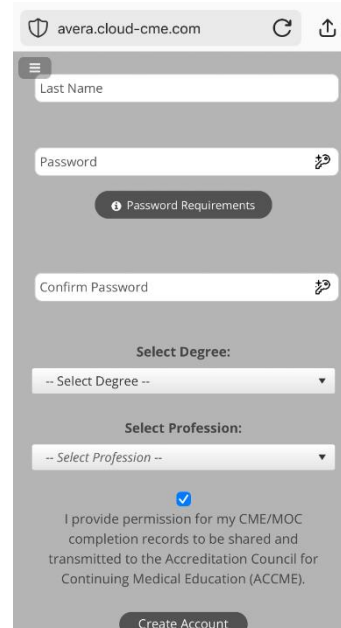
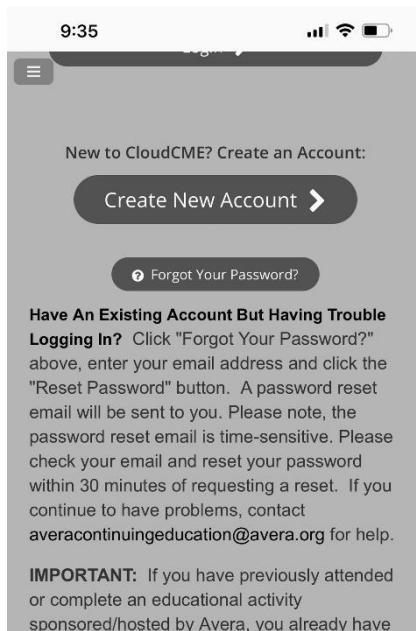
## SMART PHONE

To ensure that you receive the appropriate credits and have an accurate transcript. It is important to follow the instructions below when creating an account in the Avera CE Portal.

1. Open a browser window and type [avera.cloud-cme.com](http://avera.cloud-cme.com) or click scan the QR code
2. Click the 3 lines in the top left-hand corner. Click Sign In.

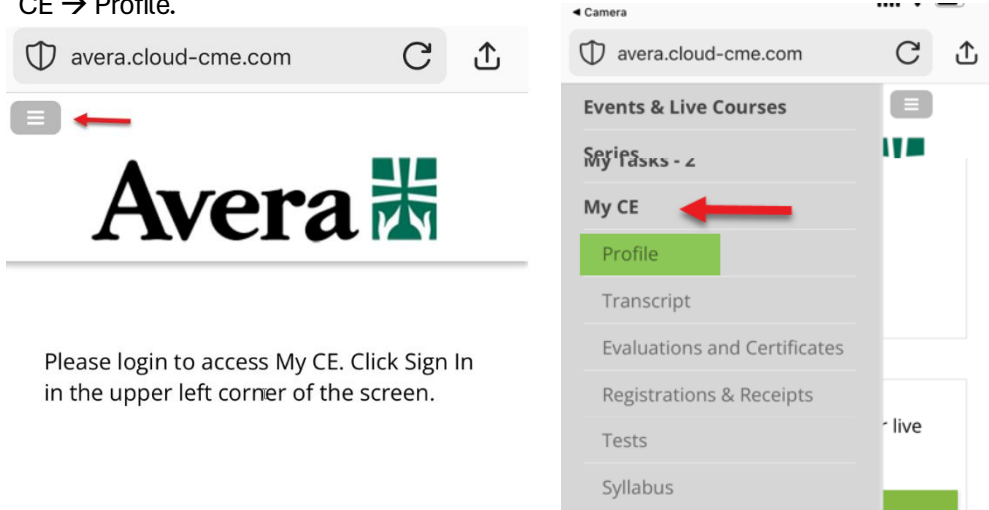


3. Create New Account and complete all fields highlighted in red. When done, click Create Account  
A pop-up message will confirm the account is built. Click OK. You will be redirected to the main page of the Portal.



### 3 Avera CE Portal – Create an Account

4. Click the 3 lines in the top left-hand corner. And click Sign In with the email used in creating the account. Click My CE → Profile.



5. Complete all fields highlighted in red. Physicians, pharmacists and pharmacy techs, **must** fill in the Credentials section in order for Avera to transmit the education data to the appropriate accrediting bodies. When all required fields are completed, **scroll to the top of the page** and click the Submit button.

10:00

*To receive credit if available.*

*To add additional credentials, if available, click the plus (+) sign. To remove a credential click the minus (-) sign for that row.*

	Credentials (Select One)	ID
+		

**State License(s)**

*To add additional state licenses click the plus (+) sign. To remove a state license click the minus (-) sign for that row.*

	State License Type:	Lic
+		

**Please Enter Your Work Address**

Address 1

Address 2

avera.cloud-cme.com

**Avera**

**PROFILE**

Back Submit

Please complete the information below. Required fields are in red. Scroll down and click **Submit**.

*I understand the course completion, test and/or evaluation will be reviewed by the planning committee as part of the education program analysis. Avera does not sell or release any information.*

