### How to Complete an Evaluation and Claim Credit Using the eeds App

### Step 1: Open app and select "Take Evaluation Survey"

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	Main Menu		
YOUR EVENTS			
Quality and Pat	ient Safety Sympos	um	>
WHAT WOULD YOU	J LIKE TO DO NOW?		
Sign-In to Even	t		>
Enter Self-Decl	ared Activity		>
Take Evaluation	Survey		>
View Attendand	e Report		>
View CME Cale	ndar		>
Access Course	Materials		>
Register for Syr	nposium		>

## Step 2: Select the Activity you would like to evaluate ●●○○○ Verizon 중 1:27 PM

🗙 Main Menu						
Online Evaluation Please Pick an Activity to Evaluate						
Required Evaluations						
Date/Time: Location: City/State: Survey Expires: Take Survey No	12/1/2016 / 1:30 PM - 2:30 PM Thun Janssen Auditorium West Reading, PA : 1/30/2017 w!	>				
Show	Sponsors with Evaluations	>				

# **Step 3:** Complete the evaluation and select "Submit Survey"

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🗙 Main Menu		
Did the spea identified ob	ker addres jectives?	ss the
Yes		
○ No		
Did the spea work done o	ker identif n this topi	y research c?
Yes		
🔘 No		
List any con suggestion topic/speake	nments and pertaining er:	d/or to this
List any con suggestion   topic/speake	nments and pertaining er:	d/or to this

## **Step 4:** You will receive verification that your evaluation is complete. You can now claim credit.

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Details
Thursday, December 01, 2016
1:30 pm - 2:30 pm
Thun Janssen Auditorium
AMA PRA Category 1 Credit™ - 0.5
: Credit(s) Attendance w/ No Credit - 0.5 Hour(s)
vanaugh, BA
ou have Attendance for this Activity

### How to Complete an Evaluation and Claim Credit Using the eeds App

#### Step 5: Select View/Download Attendance Certificate" ●●○○○ Verizon 🗢 1:28 PM 🕇 🖇 78% 🔳 🗖

Kain Menu				
Activity Ov	verview			
Activity D	etails			
Date: Time: Location: Credit(s):	Thursday, December 01, 2016 1:30 pm - 2:30 pm Thun Janssen Auditorium AMA PRA Category 1 Credit™ - 0.5 Credit(s) Attendance w/ No Credit - 0.5 Hour(s)			
Amy Cava Test	inaugh, BA	>		
You	have Attendance for this Activity	$\bigcirc$		
You	Completed the Course Evaluation			
View	/Download Attendance Certificate	>		
		_		

#### Step 7: Your certificate will be generated ●●●○● Verizon 중 2:05 PM **1 ∦** 74% **■**)



Select "Next" 🐽 👓 Verizon 🗢 2:03 PM 🔺 💲 74% 🔳 🕨 🕻 Main Menu

#### **Indicate Number of Credits to Claim**

The activities you selected are worth the following amount of AMA PRA Category 1 Credit™ credit.



Note: You can view, export the certificate to a PDF and print your certificate at any time by (1) Selecting the event from the Main Menu (2) Selecting Certificates

•০০০ Verizon 중 2:05 PM → X 74% ■→ Main Menu		••••• Verizon 🗢	'erizon ବ 3:19 PM			
YOUR EVENTS		S TO-DO	afety 101			
WHAT WOULD YOU LIKE TO DO NOW?	>	Sig	n-In to Session	>		
Sign-In to Event	>	CONNECT	Attendees	>		
Enter Self-Declared Activity Take Evaluation Survey	>	Me	Speakers essage Center	>		
View Attendance Report	>	AMY CAVALA	JGH, BA			
View CME Calendar Access Course Materials	>	Ses	Certificates sions Attended	>		
Register for Symposium	>					

### Step 6: Indicate the number of credits you are claiming.