

REGISTRATION & ENROLLMENT INSTRUCTIONS

Step 1: Create User Account

From the University of Idaho, Office of Continuing Education home page (<u>https://cme.wwami.uidaho.edu/</u>), click on **Register** in the top right corner:

Log in C→ Register 📜

This will take you to the "Create New Account" screen.

For more information, please see these instructions.

Once you have completed this step, you should see a green message at the top of your screen that starts with "Registration successful."

Step 2: Select the Southwest Idaho AHEC continuing education activities you would like to enroll in:

- Use this <u>link</u> or go to the Catalog> Southwest Idaho AHEC Continuing Education in the University of Idaho. WWAMI Office of Continuing Education learning management system.
- Scroll down to see a list of topics with dates/times.
- Click title of the SW AHEC Continuing Education topic to enroll in a session.
- Click on Take course.
- You will need to do this for each topic you wish to enroll in prior to the start time of the session, you will not be able to enroll after the session has begun. After you have enrolled, you can join the session as early as 15 minutes before it starts.

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