



PSYCHED**UP**

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## User Guide

# USER GUIDE CONTENT

As of March 2021, you **MUST** have a “PsychedUp account” to register for and attend any program!

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# How to create an account?

The image shows a browser window with the URL `psychedupcme.com`. The website header includes the PsychedUp logo and navigation links: HOME, OUR PROGRAMS, ACCREDITATION, TESTIMONIALS, DIANE, MY DASHBOARD, and SIGN IN. A red circle with the number '1' points to the logo. A red circle with the number '2' points to the SIGN IN link. Below the header is a banner image of a woman. An inset window shows the 'Welcome Back!' sign-in form with fields for Email and Password, a 'Remember me' checkbox, a 'Sign in' button, and a 'Forgot Password?' link. A red circle with the number '3' points to the 'Create a new account' link at the bottom of the form.

# How to create an account?

The screenshot shows the 'Create a new account' page on the PsychedUp website. The form includes the following fields and options:

- First Name (text input)
- Last Name (text input)
- Email (text input, with a red border and a red error message: "Please enter a valid email address")
- Password (password input)
- Country (required) (dropdown menu)
- Province (required) (text input)
- Postal Code (required) (text input)
- Specialty (required) (dropdown menu)
- Agreement checkboxes:
  - I have read and agree to the [Terms of Use](#) and [Customer Privacy Policy](#).
  - Yes, I would like to subscribe to the PsychedUp CME Newsletter
- Sign up button (red)
- Link: [I already have an account!](#)

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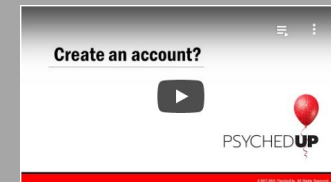
Fill in your info.  
note: ALL fields  
are \*required\*

5

Agree to terms  
(MANDATORY)

It's a good idea to **save** your **email address** and **password** used to create your account because you will need them to register for and attend any PsychedUp program.

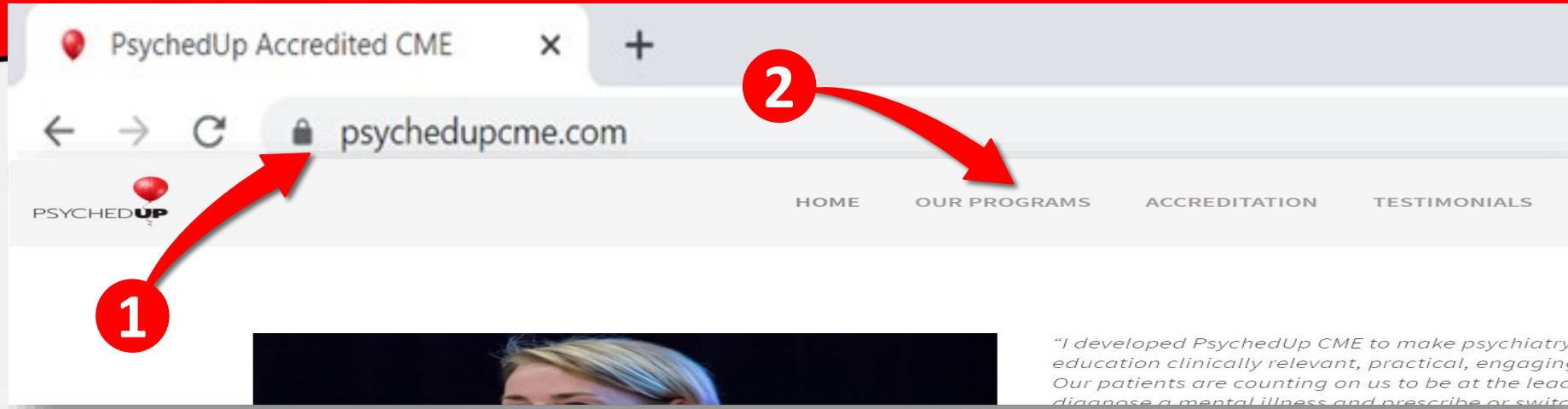
If you prefer to watch a video on "How to create an account?" click on:



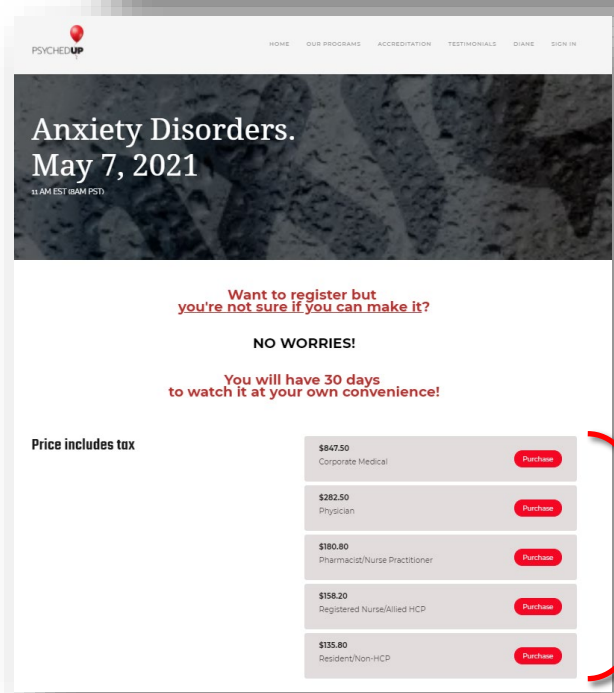
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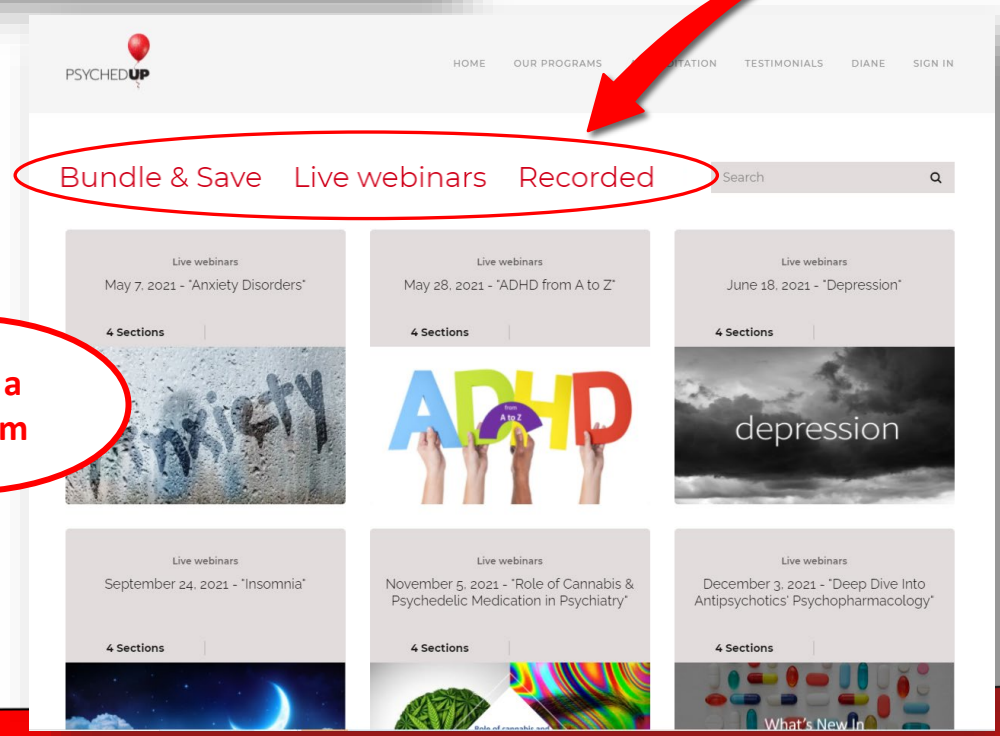
# How to register for a PsychedUp program (live &/or recorded)?



3 Live webinar or Recorded



5 select your profession



# How to register for a PsychedUp program (live &/or recorded)?



OUR PROGRAMS ACCREDITATION TESTIMONIALS DIANE

Account Setup ▸ Confirm & Pay

## Create a new account

[I already have an account!](#)

First Name  Last Name

Email

Password

Country (required)

Province (required)

6

Click on  
"I already have an account"  
OR  
create an account by filling your information



HOME OUR PROGRAMS ACCREDITATION TESTIMONIALS

Account Setup ▸ Confirm & Pay

## Complete your purchase

May 7, 2021 - "Anxiety Disorders" - Physician \$282.50 CAD

**Total Price** \$282.50 CAD

[Have a coupon?](#)

Card Information

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**Purchase**

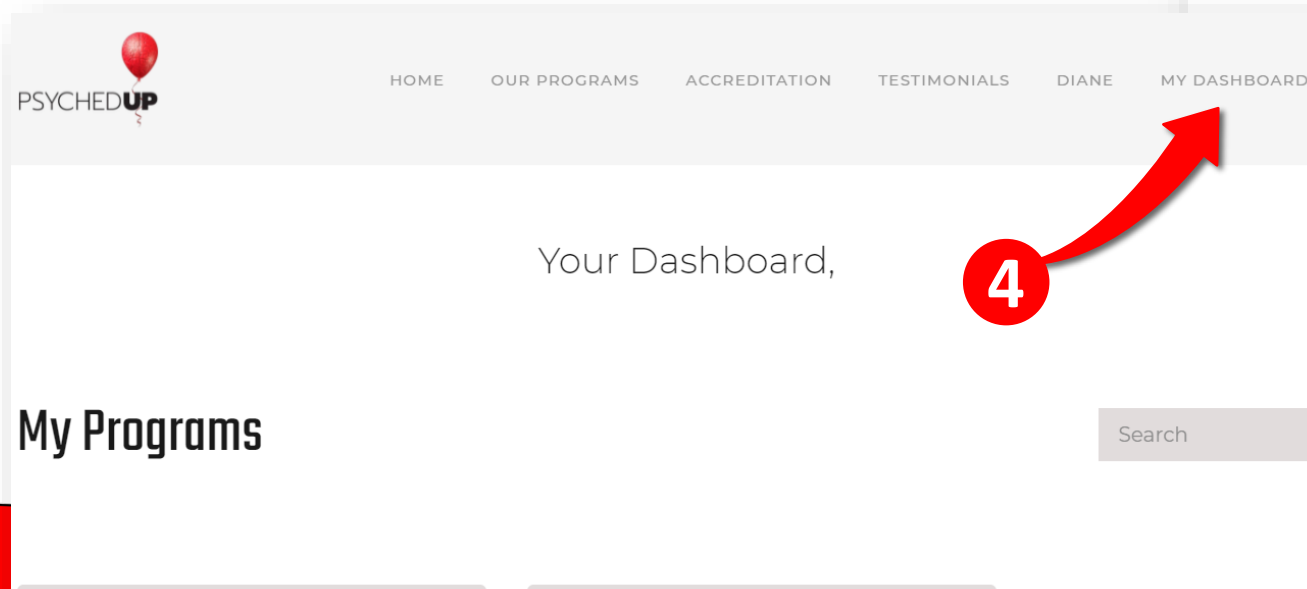
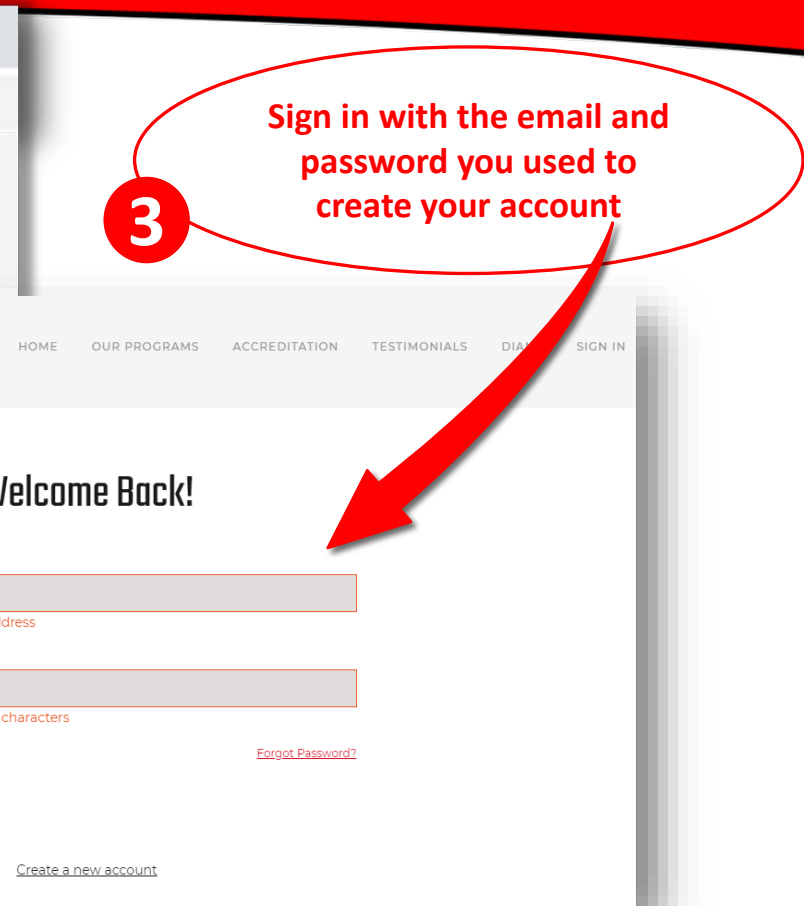
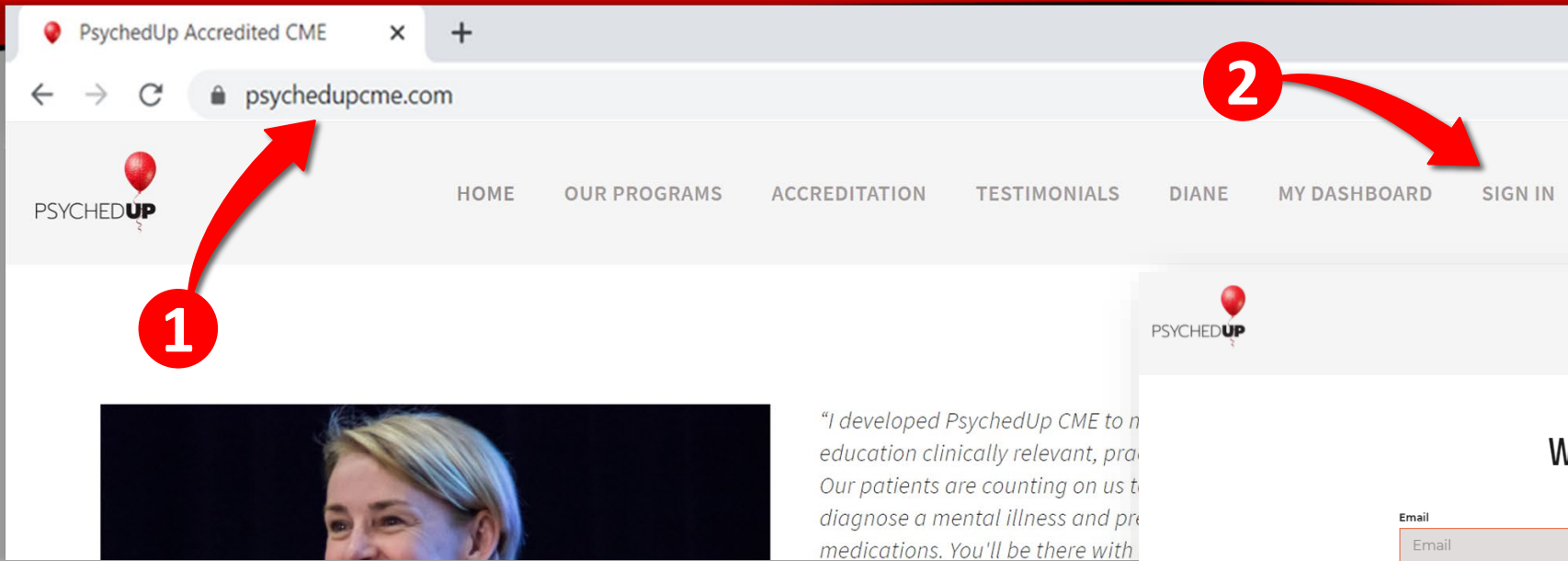
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# How to access the programs you registered for?



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# How to download/save/print the slide handout?

1 Click here to access the slide handout

2 To access

3 To save

4 To print

**NOTE for LIVE WEBINARS:**  
The slide handout will be uploaded to the program in your dashboard **24 hours** prior to the event's date and will be offered in 2 different formats (however similar content):

- One slide/page
- Three slides/page

**BOTH HANDOUTS HAVE THE EXACT SAME MATERIAL**

If you prefer to see **ONE SLIDE PER PAGE**, you might want to print out this handout.

**NOTE:**  
If you are a note taker and prefer a handout with 3 slides/page, you might want to print out the other handout.

PSYCHEDUP

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PowerPoint Presentation 2 / 173 95% +

1

2

3

4

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Welcome to PSYCHEDUP

We will start at 11am EST (8 PST)

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# How to fill the survey and receive your certificate of attendance?

PSYCHED UP

< Go to Dashboard

live webinar Topic: date and title

0% complete

Search by lesson title

Program Material 0/4

- Click here to know what to expect
- Click here to access the live stream
- Click here to access the slide handout
- Click here to access the evaluation survey

Click here to access the evaluation survey

**To fill the survey,  
please click here**

After you submit your answer,  
you will receive your certificate of attendance by email.

**THANK YOU and hope to see you at a future program.**

PSYCHED UP

COMPLETE & CONTINUE →



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# How to have the best livestream experience?

## Eastern Time (EST)

- 11:00-12:30 - Session
- 12:30-12:50 - Q&A
- 12:50-13:10 – Break
- 13:10-14:10 - Session
- 14:10-14:30 - Q&A and closing

## IMPORTANT

- Sign in early to test your equipment
- Do NOT use Microsoft Explorer
- Avoid using VPN

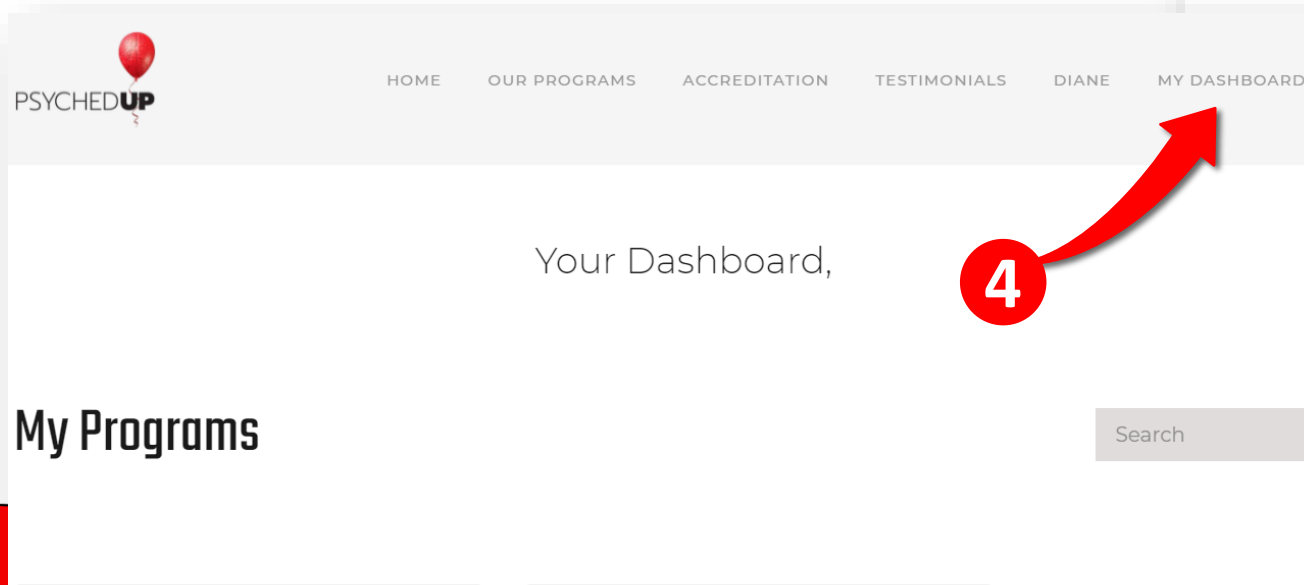
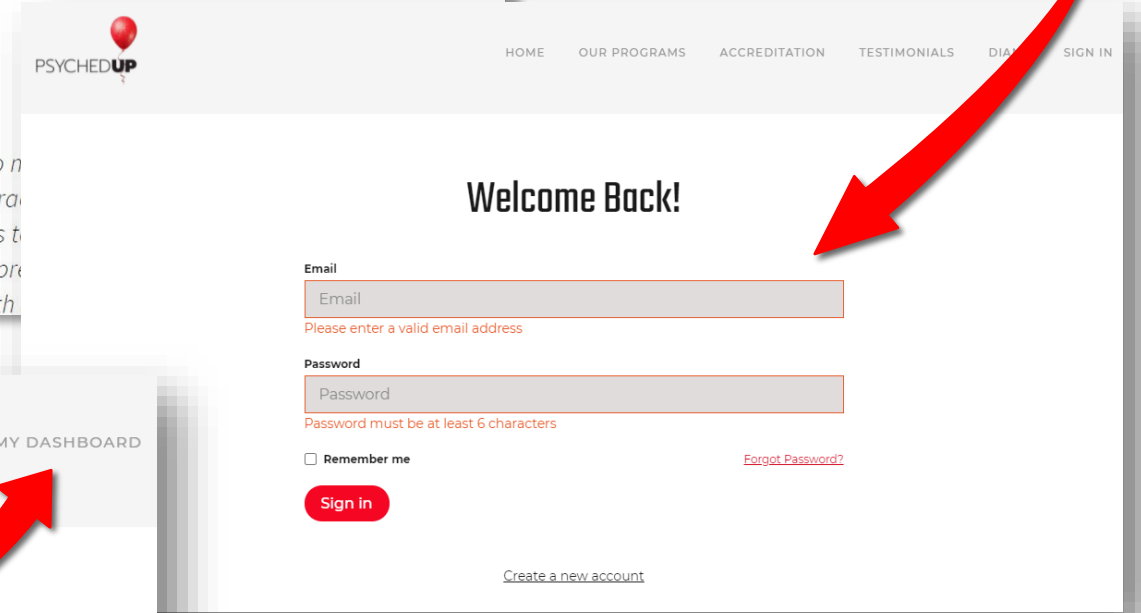
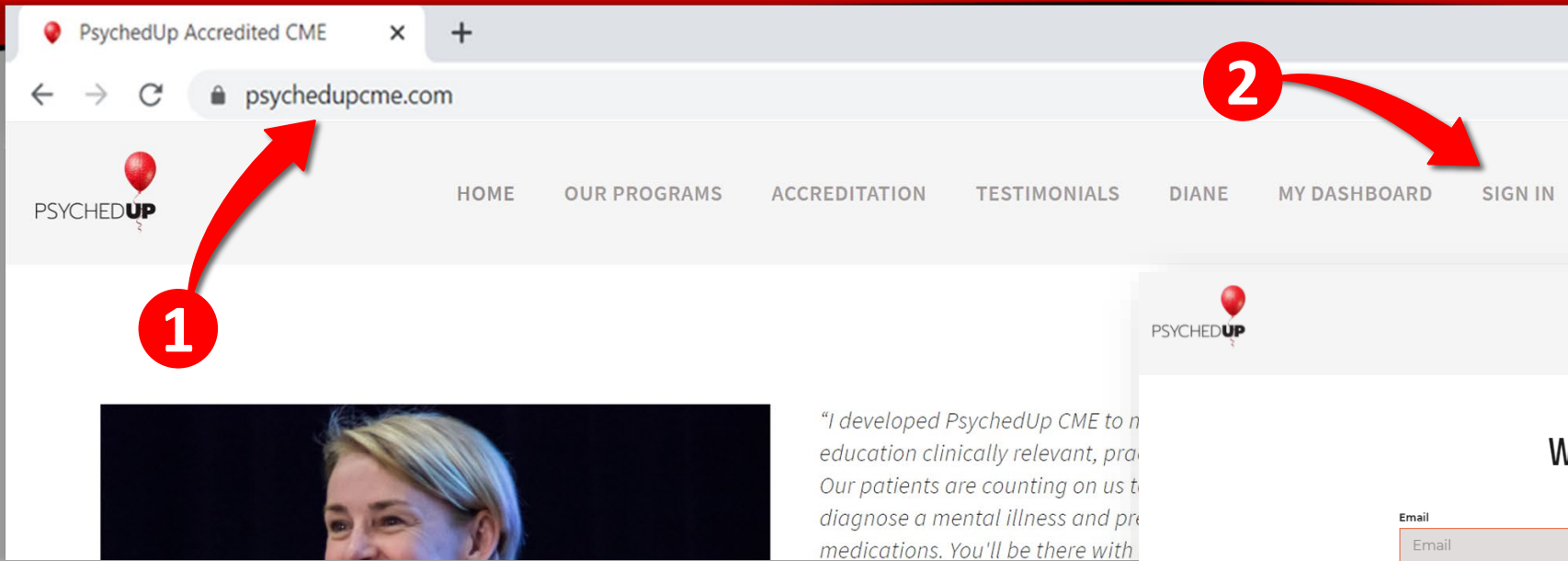
- For technical support, contact us on [info@psychedupcme.com](mailto:info@psychedupcme.com)  
- Visit our FAQ for more information: <https://www.psychedupcme.com/faq>

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# How to join the livestream on the day of?



# How to join the livestream on the day of?

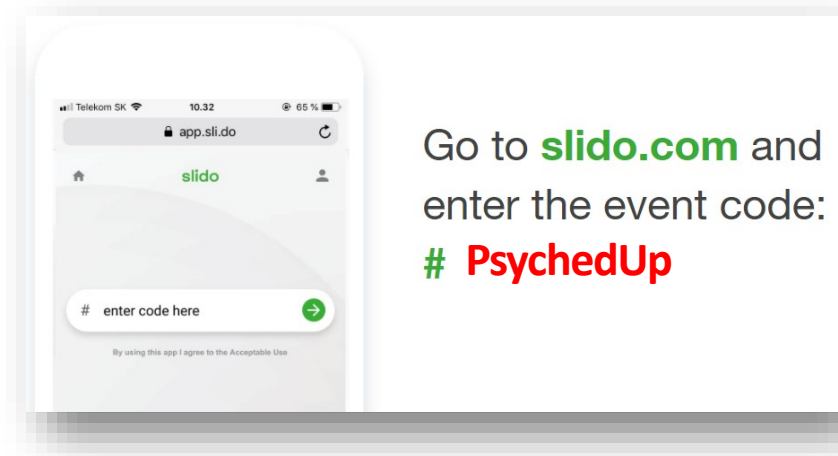
The screenshot shows a course page for PsychedUp. On the left sidebar, there is a list of links: 'Go to Dashboard', 'live webinar Topic: date and title' (0% complete), 'Search by lesson title', 'Program Material' (0/4), 'Click here to know what to expect', 'Click here to access the live stream' (highlighted with a red arrow and number 1), 'Click here to access the slide handout', and 'Click here to access the evaluation survey'. The main content area features a video player with a 'Click here to access the live stream' link above it. The video player interface includes a search bar, navigation arrows, a '1 of 1' indicator, and a volume control icon with the text 'TAP TO UNMUTE' (highlighted with a red arrow and number 2). The video content displays the PsychedUp logo, a brain-shaped balloon, and the text: 'Thank you for joining us. Our broadcast will begin at 11:00 EST (8:00 PST)'. At the bottom of the video player, there is a 'COMPLETE & CONTINUE' button with a right arrow. The PsychedUp logo is also present in the bottom right corner of the page.

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# How to ask questions during the livestream?

## On your phone



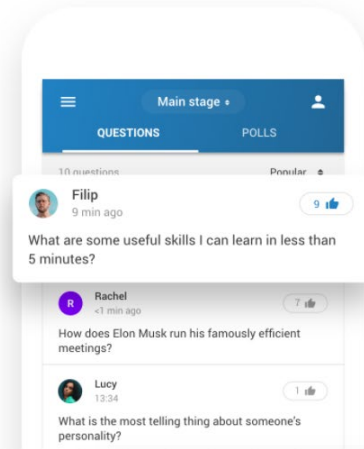
## On your computer



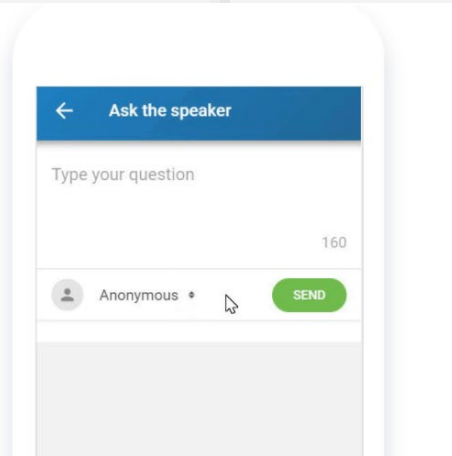
Enter event code: **PsychedUp**

# How to ask questions during the livestream?

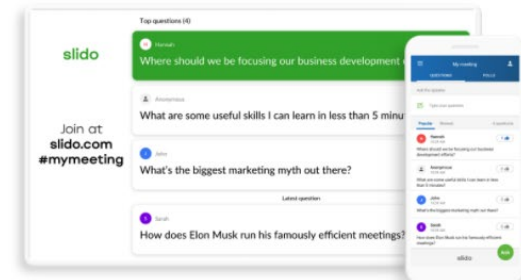
Ask questions and upvote the ones you like



Stay **anonymous** or attach your name to the question



Questions and votes will appear in real-time on an **interactive wall**



During the Q&A session, Dr. McIntosh will answer questions starting with the highest voted ones.