



# General Surgery In-depth Review Seminar

American College of Osteopathic Surgeons

## 2021 General Surgery In-depth Review Seminar | A *Digital* Event INSTRUCTIONS

EDUCATIONAL ACCESS | PRE/POST-TESTS | CME CREDIT CLAIMING

### EDUCATIONAL ACCESS

Instructions to access the 2021 General Surgery In-depth Review Seminar (IDR) Educational Content

- 1) Navigate to the [2021 IDR](https://elearning.facos.org/products/2021-general-surgery-in-depth-review-seminar) on the ACOS eLearning Portal at:  
<https://elearning.facos.org/products/2021-general-surgery-in-depth-review-seminar>
- 2) Log in using your ACOS membership credentials by clicking on the blue Log-In button on the left-hand menu, entering your username and password and clicking "Sign In."

The screenshot shows the landing page for the 2021 General Surgery In-depth Review Seminar. On the left-hand menu, there is a section titled "Registrant Login" with a blue "LOG IN" button highlighted by a red box and a red arrow. The main content area features the seminar title and a "Program Overview" section.

The screenshot shows the login page of the ACOS eLearning Portal. The "Sign In" form includes fields for "Username" (containing "gwashton") and "Password" (masked with dots). A blue "Sign In" button is at the bottom. A red callout box with a red arrow pointing to the button contains the text: "Log in by entering your ACOS member credentials and clicking the 'Sign In' button." Below the form are links for "Forgot username?" and "Forgot password?".

Please note, if you have forgotten your username or password, please click - [Forgot username?](#) | [Forgot password?](#)

- 3) Once logged-in, you will have access to all available 2021 IDR Sessions. Content will be released April 28 – May 2, 2021. Click on any available session's presentation title to start learning.

The screenshot shows the user interface for the "2021 General Surgery In-Depth Review Seminar". On the left, a sidebar contains a "Hello!" greeting for "George Washington" with a "LOG OUT" button. Below this are navigation links for "Home", "Event Details", "Presentations", "Speaker Bios", and "ACOS e-Learning Home". A "Need Help?" section provides contact information for the conference and technical support. The main content area features a "Program Overview" and "Content" tab. The "Content" tab is active, displaying a list of sessions. The first session is "2021 IDR Welcome and Introductions", which is "ACTIVATED" and contains 1 component. The second session is "Newborn/Infant Surgical Emergencies", also "ACTIVATED" and containing 4 components. A third session, "Toddler/Child Surgical Emergencies", is partially visible. A red arrow points from the "LOG OUT" button in the sidebar to the "Content" tab.

- 4) After selecting a lecture, multiple tabs containing information related to this session become available. Click the *Overview* tab to read the learning objectives, learn about the *Speaker(s)*, download the presentation slides under the *Handouts* tab. Ask the speaker questions or leave comments on the *Discussion* tab. The educational content (video lecture), pre/post-tests and CME evaluations are accessed on the *Contents* tab.

The screenshot displays the "Ventilator Management & ARDS" session page. The header includes the "American College of Osteopathic Surgeons" logo and a "Hello!" greeting for "George Washington" with a "LOG OUT" button. The main content area has tabs for "Overview", "Speaker(s)", "Handouts", "Discussion", and "Contents (4)". The "Contents (4)" tab is selected and highlighted with a red arrow. A red callout box points to this tab, stating: "Content tab contains access to the pre/post-tests, the lecture presentation, and CME evaluations." The "Contents" tab shows a list of items: "PRE-TEST" (with a star icon), "Ventilator Management & ARDS" (with a video icon), "CME EVALUATIONS" (with a right arrow icon), and "POST-TEST" (with a right arrow icon). A "Key" section at the top of the content area defines icons for Complete, Next, Failed, Available, and Locked. A "CME EVALUATIONS" button is visible on the right side of the content area.

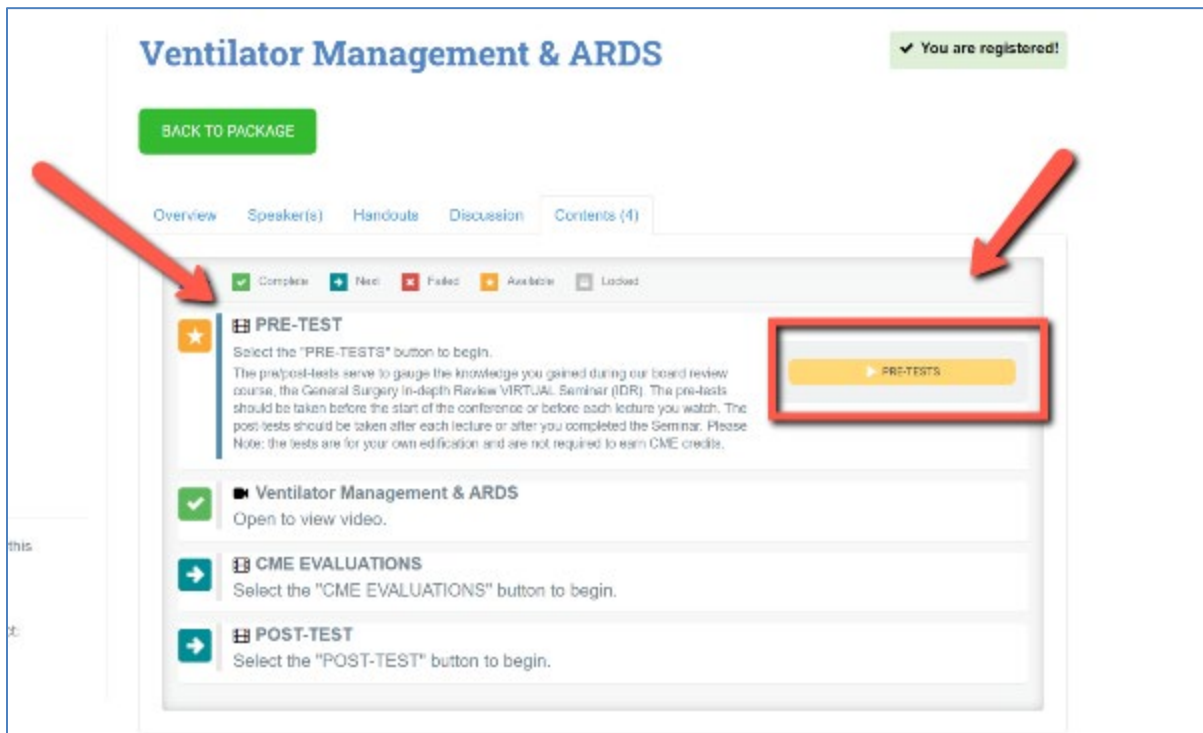
Please note, educational content is exclusively reserved for registered attendees, if you are not logged in, when you click on content the site will prompt you to log-in. Your credentials are the same as for the ACOS website.

## PRE/POST-TESTS

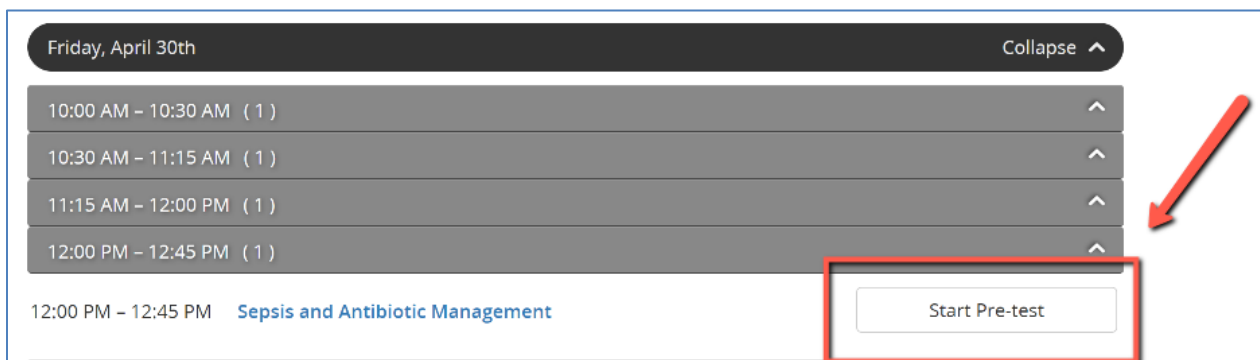
- 1) You may choose to begin your educational journey by taking the optional Pre-Test before watching a selected lecture. The post-tests should be taken after each lecture or after you completed the Seminar.

While not required to earn CME credit, taking the pre/post-tests are used to measure knowledge gained from participating in our board exam review course and help provide a road map for the surgeon to improve exam performance.

- 2) To access the Pre-Test and Post-Test on the *Content* tab, click on *PRE-TEST* or *POST-TEST* to expand the section and then click on the yellow *PRE-TESTS* or *POST-TESTS* button on the right.



- 3) On the pop-up window, expand each day or use the search bar to find your session title. Click *Start Pre-Test* to the right of the session title to complete the pre-test questions. The pre-tests should be taken before the start of the conference or before each lecture you watch.



- 4) Note, a session post-test will remain unavailable until after you have watched the session in full, in your ACOS eLearning account.

## CME CREDIT CLAIMING

Instructions to claim CME credit commensurate with participation in the 2021 IDR.

- 1) Watch the video content.
- 2) Click on the *CME EVALUATIONS* component on the *Content* tab below the educational session.
- 3) Click on the *CME EVALUATIONS* button to access the session evaluations.  
Please note, the CME evaluations will only unlock after the learner has completed watching a lecture video, in-full.

The screenshot shows the ACOS e-Learning Home interface. A red callout box on the left says: "1) After watching the full video content, a green checkmark will appear here." It points to a green checkmark next to the "Ventilator Management & ARDS" session. Another red callout box on the right says: "2) Click on CME EVALUATIONS." and "3) Click on the CME EVALUATIONS button below." It points to a yellow button labeled "CME EVALUATIONS" at the bottom of the session details. The session details include instructions for completing the CME evaluations, such as "Select the 'CME EVALUATIONS' button to begin." and "Click the CME Evaluations Button to complete the following tasks: 1) Evaluate each lecture attended by completing the 'Select Sessions Attended and Complete Evaluations' task."

- 4) After clicking the above CME EVALUATIONS button, you will be transported to the CME evaluation site. The page contains full instructions on the required steps, please reference them.

The screenshot shows the CME EVALUATIONS site. It includes a section for "CME EVALUATIONS" with instructions for claiming credits. Below this is a "CONFERENCE FEEDBACK" section. At the bottom, there is a "TASKS" section with a list of tasks to complete. A red callout box on the right says: "On the CME Evaluations site, the learner should click on 'Select Sessions Attended and Complete Evaluations' to complete the required session evaluation questions." It points to the second task in the list: "Select Sessions Attended and Complete Evaluations (Required to Claim CME Credits)".

**CME EVALUATIONS:** Physicians eligible to earn CME credits will see the tasks required to claim those credits below. The IDR is eligible for up to 29.75 AOA Category 1-A Credit hours.

In order to claim CME credits for the meeting, eligible registrants must complete the following required tasks:

- 1) Evaluate each lecture attended by completing the "Select Sessions Attended and Complete Evaluations" task. Physicians will only be able to claim credit corresponding with the sessions they watched in this educational program.
- 2) Once you complete the session evaluations, please complete the "Overall Evaluation" task, this is a required step. The system will calculate the total number of hours attended after completing the session evaluations and the overall evaluation.
- 3) Once the above steps are completed in-full, click "Download/Print Certificate with Transcript" link to retrieve your certificate. ACOS will report your credits to the AOA on your behalf at the close of the submission period.
- 4) Eligible participants must claim CME credits **NO LATER THAN 80 days after the completion of program**. Attendees that do not submit their evaluation by the deadline WILL NOT receive credit for the In-Depth Review, there are no exceptions.

**CONFERENCE FEEDBACK:** We hope you enjoyed the General Surgery In-depth Review *VIRTUAL* Seminar and welcome any feedback you may have. Even if you are not required to complete the "Overall Conference Evaluation" for CME credit we invite you to provide your feedback via this survey. Thank you and we hope to see you at a future ACOS educational event!

Questions? Contact: [meetings@facos.org](mailto:meetings@facos.org)

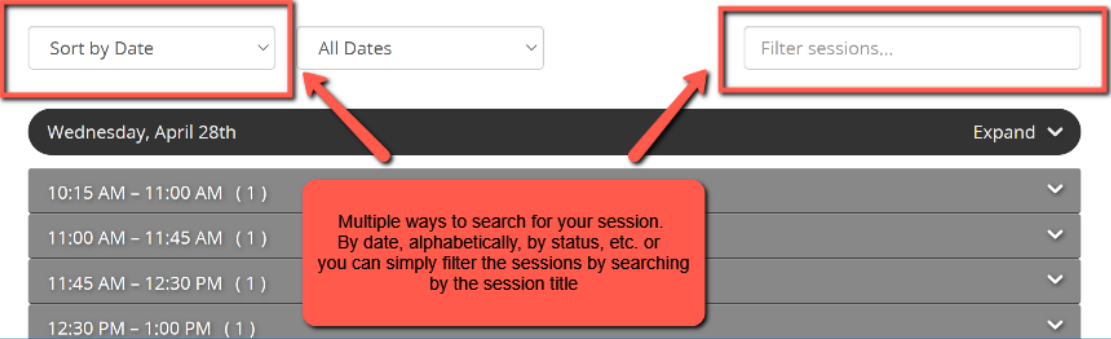
**TASKS** (You have 2 left to complete out of a total 5 assigned tasks)

- ❌ Click Here to Access the PRE-Tests
- ✅ Select Sessions Attended and Complete Evaluations (Required to Claim CME Credits)  
1.75 AOA-CME Credits claimed
- ❌ Click Here to Access the POST-Tests

5) Search for the session you have just completed.

Expand each day, select a session after having watched the lecture and complete the evaluation questions. *Please Note: the session will remain unavailable and you ineligible to claim CME credit until after you have watched the session in-full in your ACOS eLearning account.*

If you have recently completed a new session, please [click here](#) to refresh your account



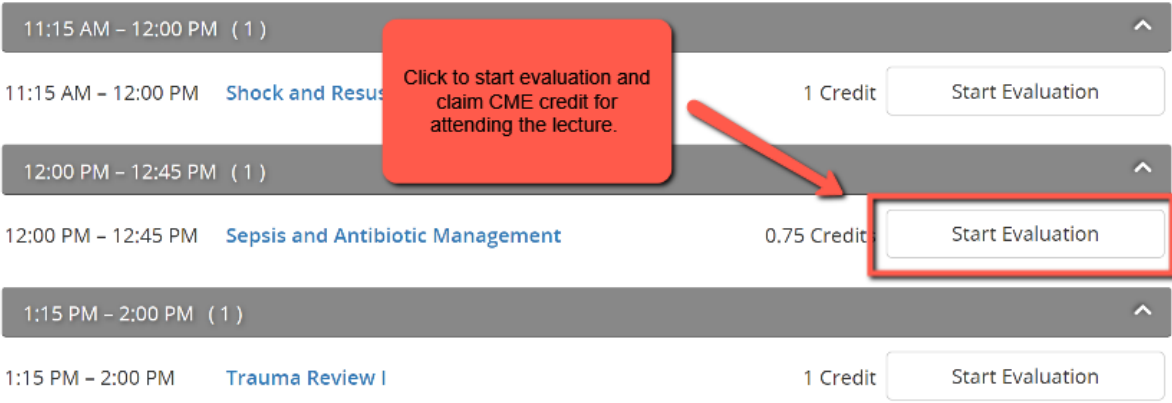
The screenshot shows a search interface with several elements highlighted by red boxes and arrows:

- A "Sort by Date" dropdown menu.
- An "All Dates" dropdown menu.
- A "Filter sessions..." search box.
- A list of sessions for "Wednesday, April 28th" with times: 10:15 AM – 11:00 AM (1), 11:00 AM – 11:45 AM (1), 11:45 AM – 12:30 PM (1), and 12:30 PM – 1:00 PM (1).
- An "Expand" button.

A red callout box with an arrow pointing to the session list contains the text: "Multiple ways to search for your session. By date, alphabetically, by status, etc. or you can simply filter the sessions by searching by the session title".

6) Once located, click *Start Evaluation* to complete the CME evaluation questions and claim credit for the session.

Sessions will remain unavailable until the video content has been watched in-full. If for some reason your session is appearing as *Unavailable* after watching the video content in-full please, try to refresh that page by clicking on the refresh disclaimer towards the top of the page.

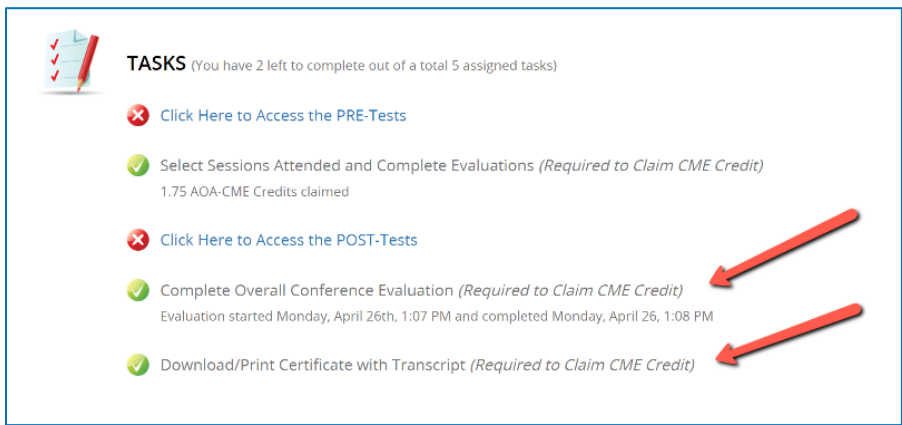


The screenshot shows a list of sessions with the following details:

- 11:15 AM – 12:00 PM (1) - Shock and Resus - 1 Credit - Start Evaluation
- 12:00 PM – 12:45 PM (1) - Sepsis and Antibiotic Management - 0.75 Credit - Start Evaluation
- 1:15 PM – 2:00 PM (1) - Trauma Review I - 1 Credit - Start Evaluation

A red callout box with an arrow pointing to the "Start Evaluation" button for the 12:00 PM session contains the text: "Click to start evaluation and claim CME credit for attending the lecture.".

7) Once CME credit for all sessions watched has been claimed, refer to the CME Evaluation site for instructions on finishing the process by completing the *Overall Evaluation* and to *Download/Print your Certificate with Transcript*.



**TASKS** (You have 2 left to complete out of a total 5 assigned tasks)

- Click Here to Access the PRE-Tests
- Select Sessions Attended and Complete Evaluations (Required to Claim CME Credit)  
1.75 AOA-CME Credits claimed
- Click Here to Access the POST-Tests
- Complete Overall Conference Evaluation (Required to Claim CME Credit)  
Evaluation started Monday, April 26th, 1:07 PM and completed Monday, April 26, 1:08 PM
- Download/Print Certificate with Transcript (Required to Claim CME Credit)

Two red arrows point to the last two tasks in the list.