Accessing the CME Portal

Step 1: Visit www.sharp.com/CMEPortal

Step 2: Select *Sign In*
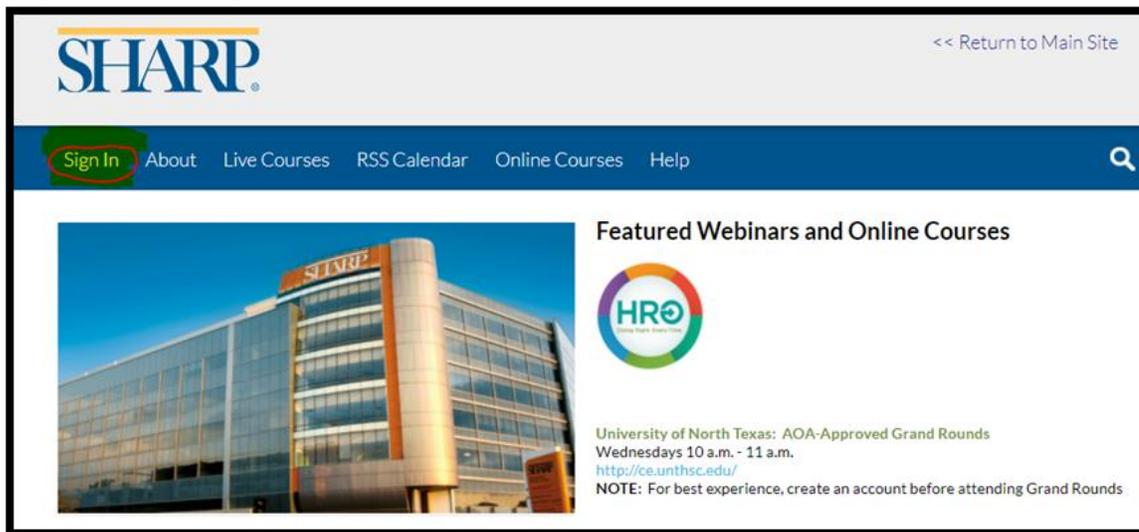
**Email** – account you used to set up this account. It may not be your Sharp account.

Password – is self-selected. If you have forgotten it, please reset it using *Forgot Your Password*.

NOTE: If you do not remember your username and/or password please **DO NOT** create a new account. Contact the CME Department at (858) 499-4560 to retrieve your username. Creating a duplicate account will cause your CME transcript to be inaccurate.

Step 3: Select *My CME*
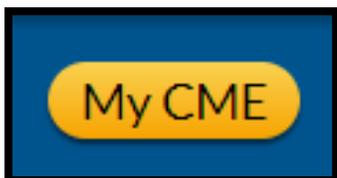
Step 4: Select the function you would like to perform

MyCME

Instructions: Click a button to proceed.

| Profile | Transcript | Evaluations & Certificates | Registrations & Receipts |

| Tests | Syllabus |
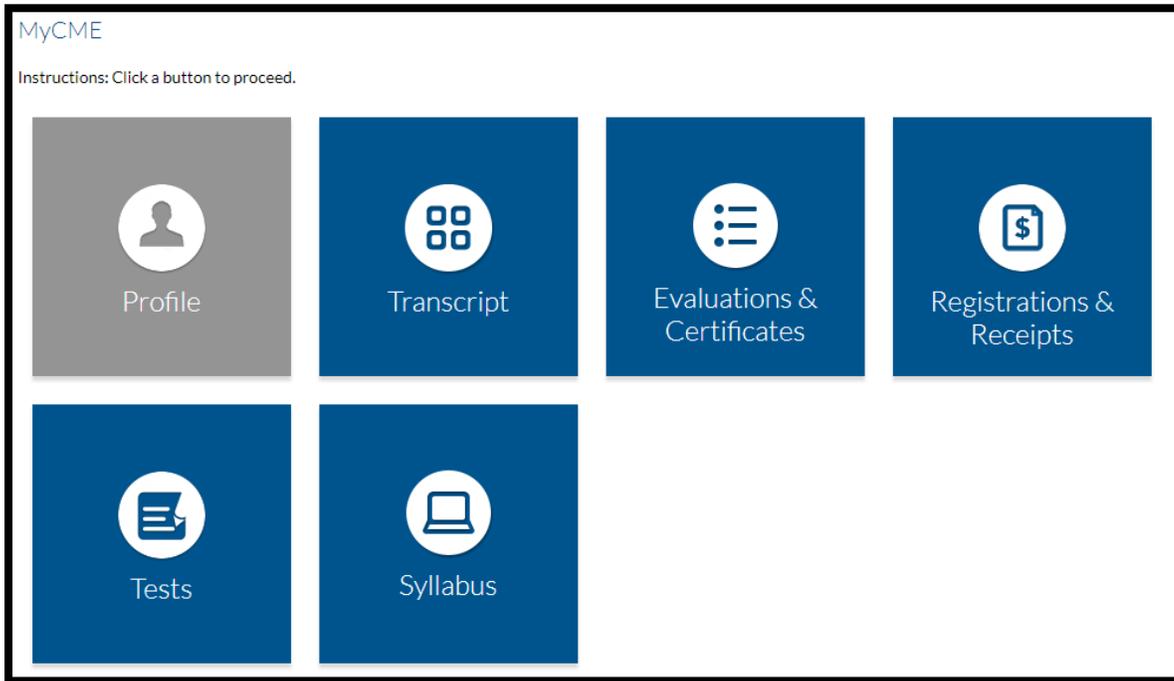
Step 5: Follow ensuing prompts to complete the desired task