### **USER GUIDE**

AudioDigest

## Welcome to Your New Membership Experience

You now have been updated to the most advanced and exciting platform in AudioDigest's 67-year history. Our new digital platform is designed to continue to keep you up-to-date with the most clinically relevant content, while helping you manage your individual learning and Continuing Medical Education requirements. There are also three NEW types of memberships you can discover:

Silver New content in your specialty.

**Gold** New content in your specialty PLUS digital access to the back catalog in your specialty.

Platinum New content in your specialty PLUS digital access to our entire catalog of content.

#### Let's Get Started

Whether you want to access your account on your computer, smartphone, or tablet, you'll use your e-mail as a username and the password that you created upon registration. To access your account online, visit: *www.audio-digest.org* to login. To access your account via the AudioDigest Membership Mobile app, download the app from Apple App Store or Google Play and login when prompted. We've designed a complete onboarding experience to help you navigate. Click on the *Quick Guide* icon on the top of any page and you'll get a quick tutorial of the page's functionality.

# Features and Functionality

Our newest technology is designed to provide a seamless user experience. For that reason, you'll find the same functionality on the website and the app on your mobile devices. Your progress will be synchronized across platforms, saving you valuable time. The first screen you'll encounter is your *Dashboard*. You can access all the key features of your product from this screen.

#### Library

*My Library* is the repository for all the content you can access with your Membership. From *My Library*, you can start or continue taking a course, delete or move completed content to the *Archive* folder and add content to a playlist. Your Library is sorted by date of release, with the newest topics at the top of the page. As new content is released, it will appear at the top of the list. Playlists

Click the Playlists link at the top left to begin. The courses included in your Membership have been prepopulated as a playlist in this section. New content will be added automatically to your playlist. Click a Playlist title to view the included lectures. You can also build your own playlists by searching the catalog or by going to the Library page.



#### **Test Your Knowledge**

The *Test Your Knowledge* module can be found on the *Dashboard.* You'll be presented with a question taken from our database of over 13,000+ questions. Testing has now been optimized for lecture-level testing. Just select your response and click *Submit My Answer.* You'll be presented with the correct answer and the accompanying course. Click *Next Test* at any time to go to the next question.

#### Recommendations

The *Recommendations* module will suggest courses that might be of interest or that help satisfy a particular CME requirement. It is important that you complete your *Profile* to increase the relevance of our recommendations. You can manage your *Profile* at any time by clicking on the welcome bar at the top of the screen. *Note: Some courses may require additional purchase if they are not part of your membership.* 



#### **Credit Tracker**

You can easily track your credit status and quickly find activities to complete your state(s) CME requirements by using the *Credit Tracker*.

To use the tracker, you must have selected the following in your profile:

- 1. State of licensure
- 2. End date of your reporting cycle.

To enter or change this information, click on the welcome bar at the top of the screen and select *My Information*. Scroll to *States of Licensure* and select the appropriate state(s) in the *State License ID* section and reporting due date.

## The Technology Platforms

With your Membership, you have access to the Audio Digest website and mobile app. Both make learning convenient and accessible on the go.

#### AudioDigest Website

Access all relevant content for each course:

Objectives, Disclosures, and Acknowledgments Written Summaries CME pre and post-tests

### Evaluation Form

Experience the Media Player

You can start to play your content either from My Library or from a Playlist. Simply click on ▶ next to the course you wish to play. Your content will open up in the Media Player.

#### Autoplay

Set Autoplay and the player will automatically play the next course in My Library or Playlist in queue.

Need Help? Call: (800) 423-2308 Email: <u>ADFinfo@AudioDigest.org</u>

#### Search By Specialty

The *Search By Specialty* feature allows you to search the entire AudioDigest catalog, by specialty, for topics that may be of interest to you.

To learn more about each course, click on the book icon.

To add courses found in this section, click the plus sign and click on the appropriate playlist to add.

*Courses in this section may not be part of your Membership. Upgrade to a Platinum Membership for full access.* 

#### Maintenance of Certification

Depending on your specialty, you may be able to complete your MOC Self-Assessment requirements by taking one of our online interactive activities.



#### AudioDigest Membership App

With the mobile app you can learn on the go. You will find the same features you enjoy on the website on the mobile app. Download the app and log in with the same credentials you use on the website.



#### Audio Controls

Rewind 30 seconds to quickly access your content Listen at 1.5x speed to get the most out of your content

#### **Tests and Summaries**

Click COURSE ACTIVITIES after selecting a lecture to access the pretest, posttest and written summary.

#### Need offline access?

To listen to lectures offline, click the ODWNLOAD button underneath each lecture title. The lectures you download will be stored on your device.

