

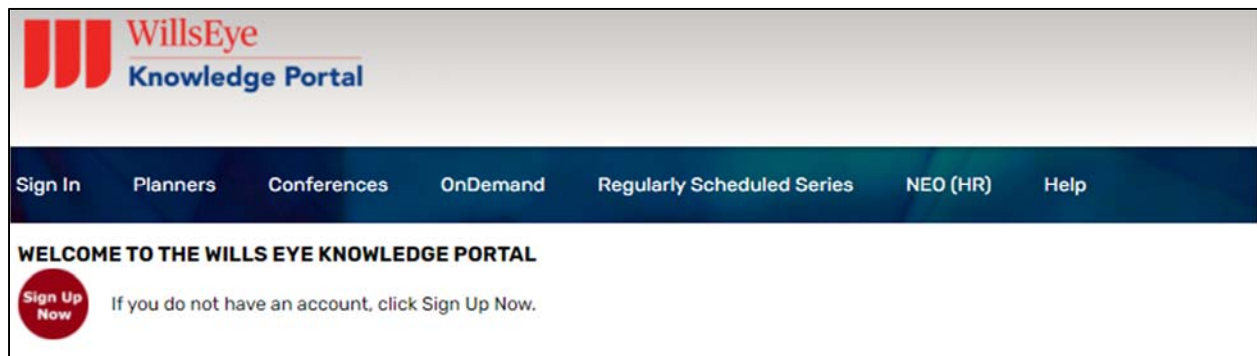


Instructions to access and manage your registrations and receipts.

Via computer

**Step 1:** Go to: <https://willseye.cloud-cme.com/>

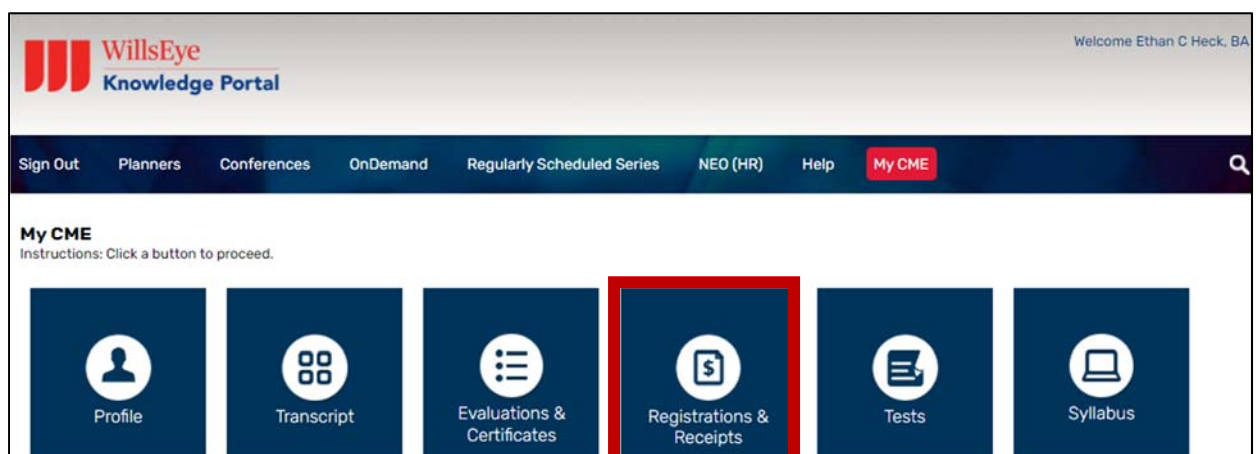
**Step 2:** Click "Sign In" on the top left, and sign in using your email address and password. If you do not already have an account, click "Sign Up Now."



**Step 3:** Click the "My CME" or "My CE" button on the top right-hand side of the screen.



**Step 4:** Click "Registrations & Receipts."



**Step 5:** You can view all the activities you have registered for and, if an activity has a fee, you can view your receipt. To view the receipt, click the “Receipt” button.

3/7/2017	Urology Workshop Thursday Attendance 3/9/2017	Urology Workshop Thursday Attendance IMPORT COMP (IMP) - Urology Workshop Thursday Attendance 3/9/2017	\$0.00	
2/27/2017	2017 Pediatric Urology Workshop	Non-Physicians Only - One Day () - 2017 Pediatric Urology Workshop	\$50.00	<a href="#">Receipt</a>

**Step 6:** You will see the receipt details for the activity including payment information.

2017 Pediatric Urology Workshop - Non-Physicians Only - One Day		\$50.00
<b>Order Total:</b>		<b>\$50.00</b>
Payment Processed On: 2/27/2017		\$50.00
<b>Total Paid:</b>		<b>\$50.00</b>
<b>Payment method:</b> American Express		
<b>Balance Due:</b>		<b>\$0.00</b>

**Step 7:** Receipts may be emailed. Enter the email address where you wish to email your receipt and click the “Send” button.

Enter the email address to receive a copy of the receipt: