Vermont Medical Society  
*Online CME Member Discount Program*  
*May 1, 2013*

**Background**

Members of the Vermont Medical Society are eligible to receive a 25% discount on all online CME courses offered by the Massachusetts Medical Society. The following tutorial includes a step-by-step guide for VMS members who would like to participate in this program.

**Important Information**

- The VMS discount code is **VMSCME13**.
- If you have any questions about the registration or login process, please contact the MMS Continuing Education Department at (800) 322-2303, ext 7306 or [continuingeducation@mms.org](mailto:continuingeducation@mms.org).

**MMS Online CME Tutorial Guide**

1. Go to [www.massmed.org/cme](http://www.massmed.org/cme)

2. Select a topic of interest or scroll down to view courses in each category. (Click on **View All Courses** for a more detailed listing).

3. Click on any course and the Course Preview Page will display. Click on the **Purchase** button to continue to the shopping cart.
4. The login screen will display. The first time you take a course on the MMS website, you will be required to setup an account. We need this information to process transactions and deliver CME certificates.

5. Click on the link for **Non-Members “create an account here”**.
Note: If you have already registered, click on the Login button and go to Step 8.

6. Complete the Create an Account 3-step process to complete registration.
7. Click *Create Account* and then on the next screen click *OK*.

Note: You will receive an email with a link to *Set your password*. You will be logged in using a temporary password in order to complete the purchase and continue to the course.
*Your email is your username.*

8. Click the *Enter educational voucher* button. (Disregard the bulleted item discussing chapter/district membership.)
9. Enter the Promotion Code VMSCME13 and click on the Process button...

10. Click on Proceed to checkout. (Please note, by previously inserting the promotional code, the course exam fee has been reduced by 25%.)

11. Complete the credit card information and click on Submit Payment.

12. Click on Click here to proceed to the course. The CME course will display.
13. Complete the CME course and save or print a copy of your CME certificate.

14. You will be able to track CME credits using My CME and email a copy for your records.