

MMCGME Services

October 2018 Newsletter

Did you know?

Did someone in your department forget their RMS login information? Be their hero and reset their password for them! Go to their personnel record and underneath their photo click on Username & Password. From there you can reset their password or update their username.

RMS Training

Sign up for RMS Training!

- Select your preferred date
- Tell us what training you want
- Registration form can be found on our [website](#).

As always, if the available days/times do not work for you, please email us at RMSHelp@umn.edu. We can come to your site as well.



RMS Tid-Bits:

Auto Login

Want to make it easier for your trainees and faculty to complete tasks in RMS? Adding the auto login feature to your notification emails could help! This feature allows users to go directly to the area in the software they need to complete a task without having to go through the conventional login. Modules that allow auto login are:

- Duty Hours: reminder to log duty hours
- Evaluations: evaluations are available, ready to review and sign, or delinquent
- Procedure Logger: supervisor has log to confirm
- Portfolio: reviews are available, ready to review and sign

Before auto login can be used, a valid email address needs to be entered in the users personnel file and it needs to be confirmed. The first time a user uses an auto login link, they will need to login normally. This will confirm their email address and allow them to bypass logging in the next time they click the link.

Please note, when you use the auto login link you cannot navigate around RMS. The link only takes you to the page where you can complete the task or action. Please review this [document](#) for more information on setting up this feature.

Upcoming Events

STORY SLAM 2018

MMCGME is sponsoring a resident/fellow *Moth*-inspired story telling [event](#) on October 23rd from 6:30-9p at Surly Brewing. Please post this [flyer](#) for your trainees! Registration to attend is open until October 16, attendance is limited to the first 175 registrants. Complimentary food and beverages - including beer - will be served.

Coordinator Conference Wrap-up

Missed the conference or need to access the presentation documents? Visit our [website](#) to download all of the presentations from the speakers. Also, if you have not taken the conference [survey](#) please be sure to do so. Thank you to all who attended!

Recipe of the Month

Ready to try out a spooky good recipe? This one has it all, sweet, salty, and chocolaty! If you make these [Halloween Popcorn Treats](#), be sure to make enough for everyone!

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