



## All About CMSS Connect

### What is CMSS Connect?

[CMSS Connect](#) is the online community of the Council of Medical Specialty Societies (CMSS) powered by Higher Logic. This networking tool provides an environment in which CMSS members and enrolled program participants can not only connect, engage, and share information and best practices in real time, but can also ask advice, share experiences, exchange resources, and build professional relationships.

CMSS supports online communities for CMSS Professional Peer Groups (PPGs) and CMSS Programs, including GLEAM, NAM Scholars in Diagnostic Excellence, and Diagnostic Excellence Awardees.

### Login:

Visit CMSS Connect at <http://connect.cmss.org/home> and click the 'Sign In' button at the top right. (You can also access CMSS Connect via our website at <https://cmss.org/cmss-connect/>).

Your username is the email address the welcome message was sent to. If it is your first time logging in, or if you have forgotten your password, click the '[Forgot Password](#)' button. Enter your email address associated with your CMSS membership and click 'Reset Password'. You will receive an email link to reset your password.

### Update Your Profile:

Once logged in, you will be asked to accept the Terms and Conditions and then can configure your settings for any communities you are subscribed to.

Click on your 'Profile' (top right corner) to update your contact information, add a photo, and most importantly, reset your password to something private. Select 'Contact Details' within your profile to make these edits.

You will automatically be listed as a Member of any PPG Community you are already a part of, as well as the CMSS General Community. You also have the option to join additional groups that interest you (search 'Communities' to see available groups).

### Configure Email Digests:

By default, you will be subscribed to Daily Digests (one email per day) for all communities to which you belong. You may also configure your preferences by navigating to 'My Account' and selecting 'Community Notifications'. The available options are:

- Real-time (one email per post)
- DEFAULT SETTING - Daily digest (one email per day, per group)
- No email



## Getting Started:

Once you're logged in, get started posting, sharing resources, and connecting with members of your communities.

- **Post a message.** Got a question? Your colleagues have the answer! Go to Discussion, then [Post a Message](#) to send a note to your colleagues in your communities. Your colleagues will see your post in the community and will receive an email message.
- **Share a resource.** Just like the "take a penny, leave a penny" model, if you find something useful on CMSS Connect, we hope you will share something of your own! You might even ask colleagues for feedback on your shared resource. To share a document, go to Libraries, then [Add a New Entry](#).
- **Connect with peers.** Use the [member directory](#) to search for at least three of your peers and send them a "Contact Request".

## FAQs:

The following FAQs may be helpful as you navigate the CMSS Connect site:

<http://connect.cmss.org/participate/faq>.

## New Staff:

Do you have a colleague at a CMSS member society who is not currently engaged but would benefit from participating? Please encourage them to complete the [PPG Participation Form](#) to sign up. CMSS staff will create/update their profile and email login instructions within 3 business days.

## Questions or Trouble Logging In?

Don't hesitate to contact Member Engagement Manager, Brian Stevenson, and the CMSS Team at [membership@cmss.org](mailto:membership@cmss.org), and we can help you get logged in and update your profile. We can also assist with other questions about group participation or digest subscriptions.

***Thank you for your contributions to the CMSS Connect Online Community!***