

## HOW TO OPEN A TEXT CODE FOR AN RSS SESSION

1. Login to your account with your Duke NetID and Password.
2. Click on “My Account” in the upper right hand corner of the page.
3. Scroll to the bottom of the page, under “Series”, click on the FY18 link

**DATE OF BIRTH\***  
11/15/1969

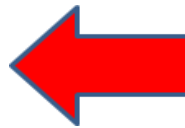
**SERIES**

- [Pediatric Chairman's Clinical Case Conference - FY18](#)
- [Pediatric Grand Rounds - FY18](#)
- [Pediatric Grand Rounds FY17](#)
- [Pediatric Grand Rounds FY16](#)
- [Pediatric Chairmans Clinical Case Conference - FY16](#)
- [Pediatric Chairman's Clinical Cases Conference FY17](#)
- [Pediatric Resident Morning Conference - FY18](#)
- [Pediatric Senior Resident Academic Talks \(SAR Talks\) - FY17](#)
- [Pediatric Chairmans Clinical Case Conference - FY15](#)
- [Pediatric Grand Rounds FY15](#)
- [Pediatric Chairman's Clinical Cases Conference](#)
- [Pediatric Grand Rounds](#)

**HISTORY**

Orders  
[Click here to view your order history.](#)

[Masquerade qs.0729188](#)



4. The following page lists all of the sessions for FY18
5. Click on the link to the appropriate session to pull the SMS code

VIEW EDIT FEATURES GROUP WORKFLOW CLONE

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[Sessions](#)

**ADD CONTENT**  
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**ADMIN**  
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**SESSIONS**

Session	Date
<a href="#">Cancelled: Fourth of July Holiday</a>	07/04/2017 - 8:00am to 9:00am
<a href="#">Cancelled: Transition to New Academic Year</a>	07/11/2017 - 8:00am to 9:00am
<a href="#">Never be the Smartest Person in the Room</a>	07/18/2017 - 8:00am to 9:00am
<a href="#">Pediatric Grand Rounds - FY18</a>	07/25/2017 - 8:00am to 9:00am
<a href="#">Pediatric Grand Rounds - FY18</a>	08/01/2017 - 8:00am to 9:00am
<a href="#">Pediatric Grand Rounds - FY18</a>	08/08/2017 - 8:00am to 9:00am
<a href="#">Pediatric Grand Rounds - FY18</a>	08/15/2017 - 8:00am to 9:00am
<a href="#">Pediatric Grand Rounds - FY18</a>	08/22/2017 - 8:00am to 9:00am
<a href="#">Pediatric Grand Rounds - FY18</a>	08/29/2017 - 8:00am to 9:00am
<a href="#">Pediatric Grand Rounds - FY18</a>	09/05/2017 - 8:00am to 9:00am

1 2 3 4 5 6 ▶ ▶▶



6. On the following page, click on “Enrollments”

HOME ABOUT US ACTIVITIES ▾ LEARNING GROUPS IMPACT AF ▾ TOOLS ▾ CONTACT US

Home » Pediatric Grand Rounds - FY18 » Never be the Smartest Person in the Room

# NEVER BE THE SMARTEST PERSON IN THE ROOM

VIEW EDIT FACULTY COURSE OUTLINE ENROLLMENTS COURSE REPORTS REVISIONS CLONE

**FEATURES**  
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**SPEAKER NAME:**  
Joseph Kisslo, MD

**LOCATION:**  
Duke North 2002  
Durham, NC 27701  
United States  
See map: [Google Maps](#)

**ROOM NUMBER:**  
Duke North 2002

**SESSION DATE:**  
Tuesday, July 18, 2017 - 8:00am to 9:00am

**CREDIT:**  
1.00 AMA PRA CATEGORY 1 CREDIT™  
1.00 ATTENDANCE

**SMS CODE**  
FABSOS



7. On the following page, click on Settings (top of the page, dark green tool bar)

View Edit Enrollments Faculty Course outline Course reports Revisions Repeat this session My account Log out

Administer Search and enroll Waitlist **Settings** Import Imported records Signup broadcast Sign-in sheet

## Never be the Smartest Person in the Room: Enrollments

Home / Pediatric Grand Rounds - FY18 / Never be the Smartest Person in the Room / Enrollments

Displaying 1 - 10 of 98 enrollments.

Username  E-mail  First name  Last name  Attendance

Operations

0 rows selected

<input type="checkbox"/>	Username	E-mail	First name	Last name	Enrollment created	Enrollment started	Enrollment ends	Attended	Type
<input type="checkbox"/>	ostro008	<a href="mailto:daniel.ostrovsky@duke.edu">daniel.ostrovsky@duke.edu</a>	Daniel	Ostrovsky	07/18/2017 - 8:12am	07/18/2017 - 8:12am		Attended	Course signup
<input type="checkbox"/>	gmm10	<a href="mailto:gabriela.maradiaga@duke.edu">gabriela.maradiaga@duke.edu</a>	Gabriela	Maradiaga Panayotli	07/18/2017 - 8:12am	07/18/2017 - 8:12am		Attended	Course signup



8. On the following page, under SMS in the Close Attendance “hours” text box type 24, in the “minutes” text box type 0

**Enrollments are**

Closed ▾

**Send signups to**

Email address where notification of new signups will be sent. Leave blank for no notifications.

▼ SMS

Open attendance  hours  minutes before ▾ start date

Close attendance  hours  minutes after ▾ start date

**SMS code**

Randomly generated when a signup is created. You can change it here.

Reset code

Check this to randomly generate a new code.



9. Scroll to the bottom of the page and click on “Save Configuration”

