CCE completion made simple – let your smart phone help!

Completing a CCE for a student is truly as simple as a few clicks: -- if you add RocketMed to your smart phone home screen, completing an evaluation will take less than 5 minutes. Here are simple instructions:

ADD ROCKETMED TO YOUR HOME SCREEN:

STEP 1: Access
RocketMed

Using Safari or Chrome, type the following link into your browser: rocketmed.utoledo.edu

You will be taken to the UTCOMLS home screen that will ask for your UTAD # and PASSWORD. Type in the information

STEP 2
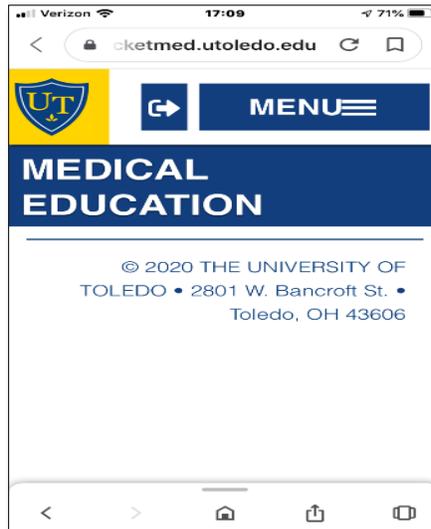
Next: click on:

STEP 3: Add RocketMed to home screen
The following menu will appear:
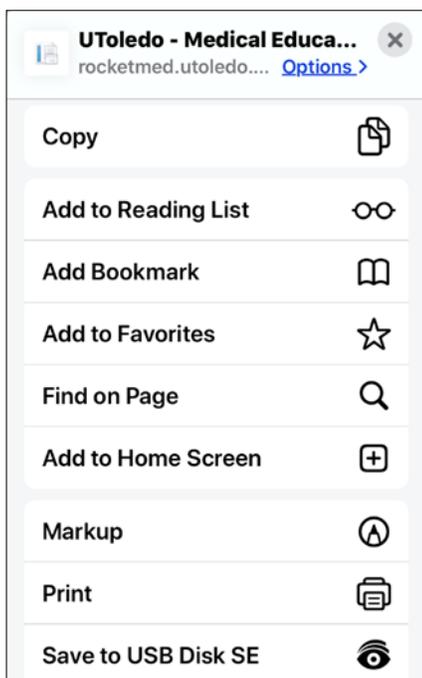
Select "Add to Home Screen"

STEP 4: RocketMed is now on your home screen.

COMPLETING EVALUATIONS:

1. Go to RocketMed
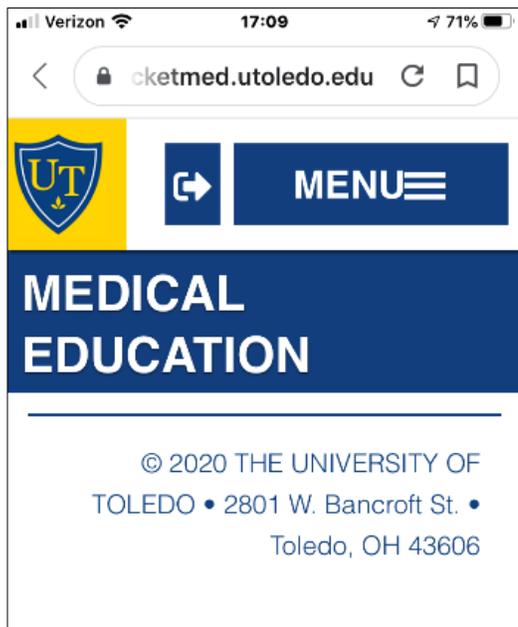
2. Next: click on "MENU" and the following menu will appear
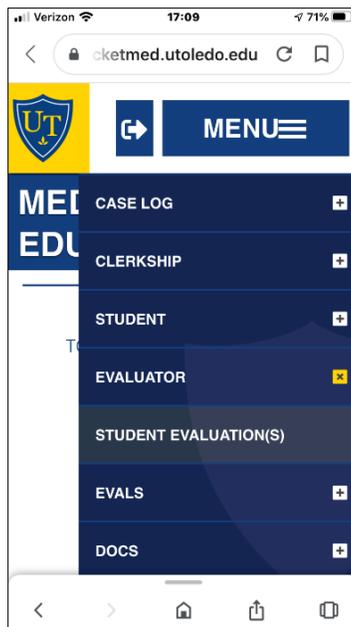
3. NEXT: Click on "STUDENT EVALUATIONS

A list of student names and evaluations will appear – click on the student – the CCE will appear and be ready for completion:

4. Click on the relevant competency boxes (the above is an example of one of the 8 competencies)
5. Add comments at the end of the evaluation.
6. Save and submit.