

## **Image Submission Sign Up Process**

- 1.) First, log in to your <u>My ARDMS</u> Page.
- 2.) Once logged in, select *Volunteer Now* at the top right corner.



- 3.) From here, you will be redirected to the volunteer portal. If this is your first time using the portal, you will be immediately prompted to answer the demographic information and agree to the Statement of Service (SOS).
- 4.) Once you've answered all questions and agreed to the SOS, select *Save Changes* at **the top right corner**. You cannot proceed without agreeing to the SOS.

American Registry for Diagnostic Medical Sonography	Return to Dashboard
This contact information is for volunteer purposes only. It will not change your MY ARDMS account.	nges
User Information	
* Honorific	
Mrs.	
• How did you first hear about volunteer opportunities with ARDMS?	
Preferred Phone Number (For volunteer communications)	
• Preferred Email Address (For volunteer communications)	
✓ * Would you like to receive volunteer opportunities periodically through your email address	?
* Profession?	

5.) You will then be redirected to the volunteer dashboard. Select the opportunity group *Develop Exams*.







6.) Select *Volunteer Now* on the Image Project you would like to join. You will only see options to submit images for examinations that you have passed. You are welcome to select one or multiple Image Projects at the same time.

## Call for Images 2019 (BR)



DescriptionScheduleLocationContactVolunteers are integral to every step of the ARDMS exam-development<br/>process. It all begins with writing questions and the inspiration for writing<br/>questions is a diagnostic image. Please share your images for potential<br/>use by Inteleos for our certific ...more

7.) Once you have clicked on *Volunteer Now* for each Image Project you would like, click on the drop-down menu on the top right corner of the page and select *Edit Profile*.



8.) On your profile, you will now see the option to view and agree to the *Release of Ownership and Copyright and Official Contest Rules*. **These are about halfway down the page, so scroll down a bit.** Review them, then mark the checkbox to show that you have agreed to these terms. **Save changes again.** 

You must agree to the *Release of Ownership and Copyright and Official Contest Rules* in order to participate in the contest. Once you have marked your agreement and saved the changes, you have signed up. Within a week, you will receive emailed instructions for uploading your images into our remote item writing software.

