

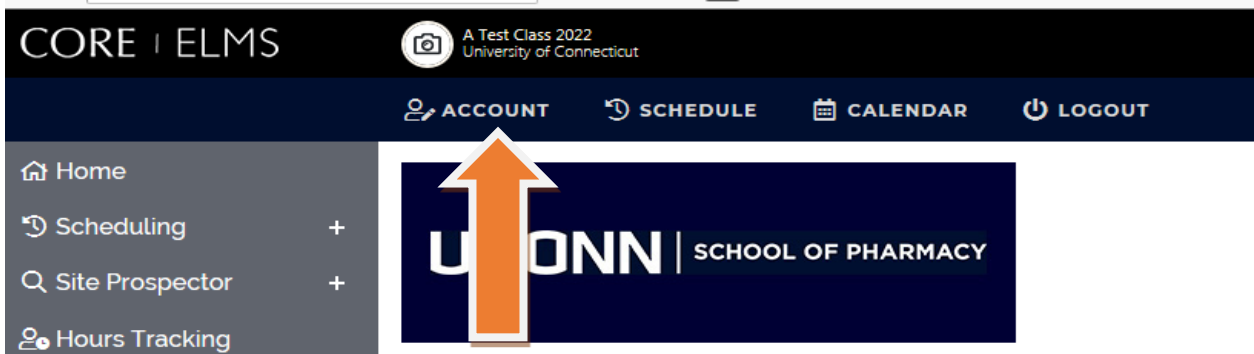
How to Use Core Elms:

Please access this first as it contains student orientation material needed to be completed

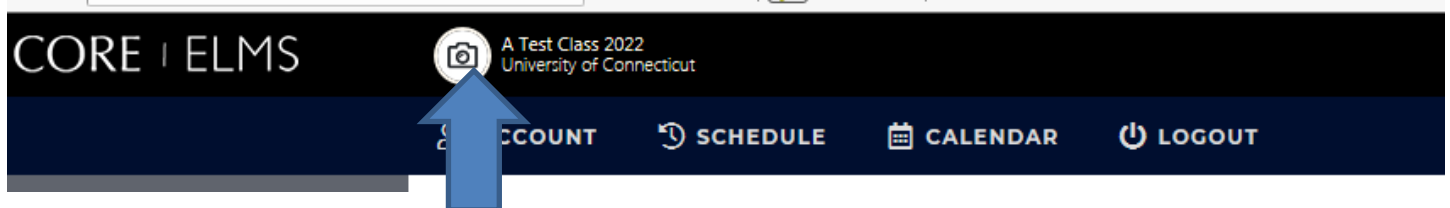
You will receive an account activation email with your initial username and password from no-reply@corehighered.com

- You may want to add this email to your trusted email sources
- Check your spam folder to ensure that this email was not flagged as spam
- Login: <https://www.corehighered.com/login-elms.php>
- Once you have logged in you may edit your username, password and contact information by clicking on *Account Information*. (see below)
- Add an appropriate photo of yourself by clicking on the camera symbol by your name (see below).

Select Account as indicated by the orange arrow to update your information.



Select your name on the top of your profile in Core Elms as indicated by the blue arrow and upload an appropriate photo of yourself.



Account Photo















Current Photo: Please upload a photo below. You will be able to crop the photo after it has been uploaded.

Select a New Photo:

Required (JPG / .GIF ONLY)

ORIENTATION MATERIAL

Go to the **Document Library** in your profile on Core Elms as indicated below by the green arrow. You will see a folder that says "**P1 Student Orientation Material**". There are a number of requirements that you will have to complete. There is also a checklist at the end of this document which lists items and due dates. Please follow the directions for each item. Feel free to browse through the document library to learn more about the pharmacy program.

-  Home
-  Scheduling +
-  Site Prospector +
-  Hours Tracking
-  Requirements
-  Field Encounters
-  Absences
-  Incidents
-  Evaluations +
-  Electronic Forms
-  Surveys
-  Job Board
-  Message Center
-  Document Library

