Creating a Disclosure to Audience for a Regularly Scheduled Series – Grand Round – M&M – or Tumor Board

With the new process in place, the only way to view a disclosure is to create your disclosure to audience list. However, that procedure has been greatly simplified and automated.

Creating the disclosure list will now be at the push of a button. Once you have added your speakers to a weekly widget on the quarterly tab a “Create Disclosure List” button will appear:

This will create the disclosure list for you to copy and paste into a PowerPoint, email, or word document – whichever format you are using to disclose to the audience. The created page will pull in the planning committee and the speakers that have been added to that week. Again, it is important to add your speakers to the weekly widgets on the quarterly tab, because creating the disclosure list is the only way to view the disclosures as completed by the presenters/planners.

The below is a screenshot of the page that opens up when you press the “Create Disclosure List” button.