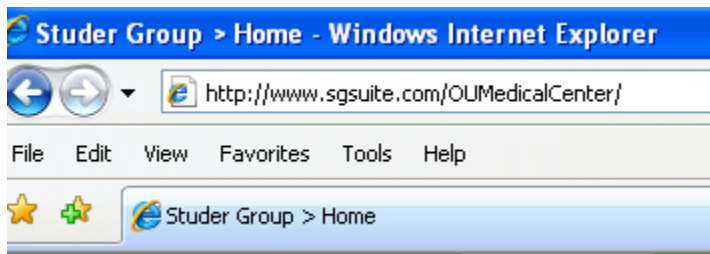


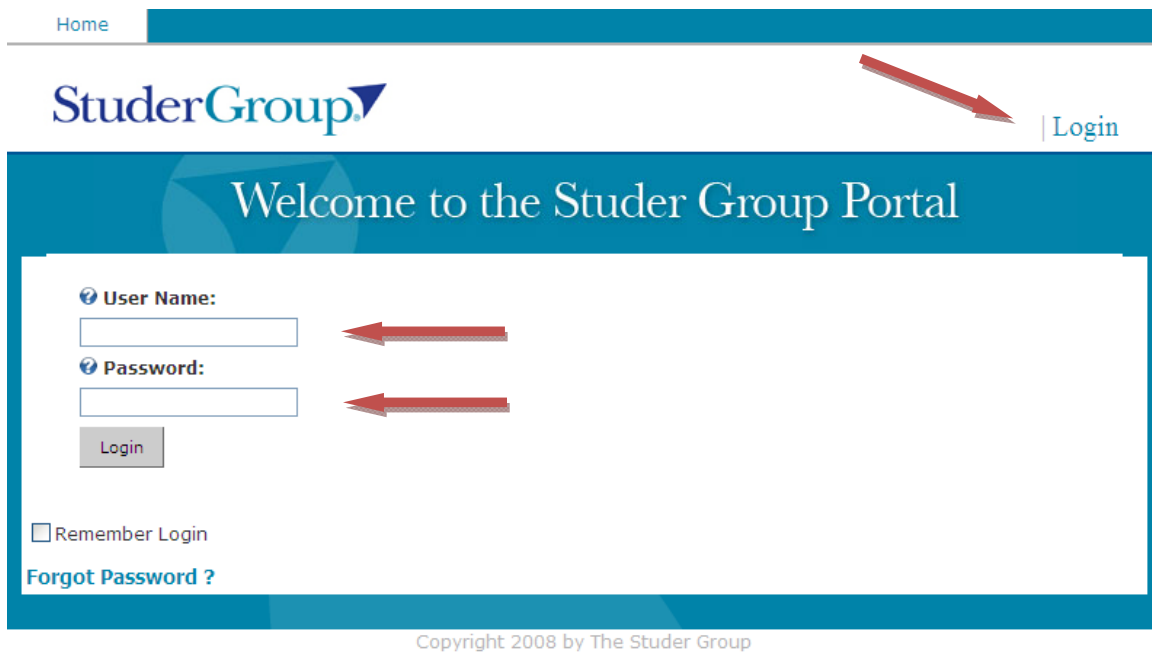
Tips for entering scores on the LEM

If you are a non-LEM User, but you will be entering results into the LEM, follow these steps.

Step 1: Go to this link: <http://www.sgsuite.com/OUMedicalCenter/>



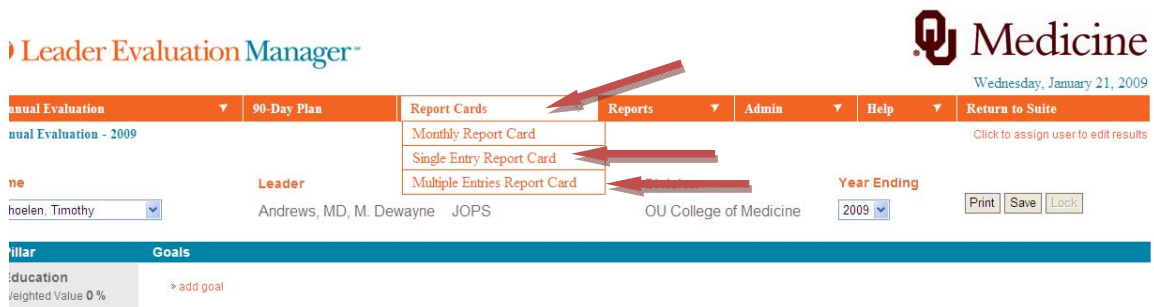
Step 2: Click Login and type your username and password, Click the Login Button

A screenshot of the Studer Group Portal login page. The page has a blue header with the "StuderGroup" logo and a "Home" link. A red arrow points to the "Login" link in the top right corner. Below the header is a large blue banner that says "Welcome to the Studer Group Portal". Underneath the banner is a white login form with two input fields: "User Name:" and "Password:". Red arrows point to each of these input fields. Below the input fields is a "Login" button. At the bottom of the form, there is a checkbox labeled "Remember Login" and a link for "Forgot Password?". The footer of the page reads "Copyright 2008 by The Studer Group".

Step 3: Click Leader Evaluation Manager



Step 4: Once in the LEM, go to the Report Cards drop down, and select Either Single or Multiple Entry, based on what has been assigned to you.



The Monthly Report card is where the users enter their own scores.

