



**Schulich**  
MEDICINE & DENTISTRY

**Live Demonstration:  
CBME Assessment Platform at  
Western (Entrada/Elentra)**

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## What is Elentra?



## What is Elentra?

- Recently, Entrada rebranded as  **Elentra**
- Aside from the name, nothing else will change for users.
- It will replace the various other platforms currently being used by the School's medical education programs including One45, New Innovations, ePortfolio and others.
- Central implementation is currently focused on 6 programs transitioning to CBME in July 2018.

## What faculty need to know

1. How to login
2. How to set your PIN
3. How to trigger an assessment
4. How to complete an assessment that's been sent to you
5. Who to contact for help

## How to login

- Go to: <https://elentra.schulich.uwo.ca>
- Your login is your Western credentials
  - i.e. login name = jsmith53 | password = ABc12+yZ
  - These are the same credentials you use to access the Western Libraries

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## How to set your PIN

1. Sign in using your Western ID
2. Click on your name (top right of screen, near logout button).
3. Click on 'Account Information' tab
4. Beside PIN, enter a 4-6 digit PIN
5. Click 'Save Profile'
6. Done!



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The screenshot shows the Elentra user interface. At the top right, the user's name 'Rolla Fletcher' is highlighted with a red box. Below the navigation bar, the 'My Profile / Personal Information' page is displayed. The 'Account Information' tab is selected and highlighted with a red box. The 'PIN' field is highlighted with a red box and contains the text 'Enter a 4 to 6 digit PIN'. The 'Save Profile' button at the bottom right is also highlighted with a red box. The left sidebar contains sections for 'My Organisations', 'My Bookmarks', 'Profile', and 'Permission Masks'. The 'Profile' section includes links for 'Personal Information', 'Privacy Preferences', 'Notification Preferences', and 'My Admin Assistants'.



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## Assessment Methods

1. Two ways to trigger a CBME assessment:
  1. Faculty triggered
  2. Resident triggered



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## How to trigger an assessment

1. Sign in using your Western ID
2. Ensure you are in the Postgraduate Medical Education role on the left side; the active role will be bolded.
3. Click the green "Trigger Assessment" button
  1. Begin by selecting a resident from the drop down menu
  2. Select the program, date of encounter, EPA, and tool
    1. Average time to completion
    2. Form preview
  3. Click 'begin assessment'
4. Complete assessment and click the blue 'submit' button



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## Resident-triggered assessments

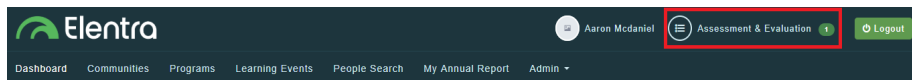
1. Resident & faculty draft form together and faculty confirms with their PIN
2. Resident emails link to a blank form
3. Resident drafts form & emails to faculty to confirm
4. Resident self-assessment, then emails faculty a separate blank form.



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## Find & complete assessments that have been sent to you:

1. Sign in using your Western ID
2. Ensure you are in the Postgraduate Medical Education role on the left side; the active role will be bolded.
3. Click on "Assessment & Evaluation" next to your name in the top right corner



4. In the A&E page, find the relevant assessment, and click on 'view task'
5. Complete assessment and click blue submit button when finished



## Where to find help

- Schulich Elentra Website:  
<https://www.schulich.uwo.ca/elentra>
- CBME Assessor Resources  
<http://bit.ly/CBMEfaculty>
- Please contact the Department of Surgery Education Office for day-to-day support



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