

EAE Accreditation TTE E-Logbook

This presentation will give you an overview on the
TTE E-Logbook platform.

www.escardio.org/EAE



1st step: access to the platform

Candidates will be granted access to the platform upon exam results

Sign In - Windows Internet Explorer

http://elogbookeae.escardio.org/_layouts/login.aspx?ReturnUrl=%2f

Sign In

Sign In

User name:

Password:

Sign me in automatically

My ESC Login & password

2nd step: the platform

- Create the logbook
- candidates platform user guide

The screenshot shows the EAE electronic log book platform. At the top, there is a header with the text "EAE electronic log book" and a user greeting "Welcome JuliePoirey". Below the header is a navigation menu with "Log Books" and "Recycle Bin" options. The main content area is titled "Welcome Dear Candidate" and contains a message: "Welcome to your EAE E-logbook platform. Congratulations for having successfully passed the written part of the TTE Accreditation. You may now follow the 4 steps of the platform to submit your E-logbook. EAE Accreditation Office". Below this is a section titled "My log books follow-up" with a table that is currently empty, showing columns for "Edit", "Candidate number", "Sub-specialty", "Exam", "Date sent by post", "Date received by post", and "Status". On the right side, there is a section titled "I want to..." with a list of actions: "Create a new logbook ..." (highlighted with a pink box), "Sign out", and "Add new link". Below this is a search bar with "Type" and "Name" labels, and a result for "TTE E-log book candidate user guide 0509 VJP" (also highlighted with a pink box). Logos for the European Association of Echocardiography and the European Society of Cardiology are visible in the top right and bottom right corners.

EAE electronic log book

Welcome JuliePoirey

This Site: EAE electronic log bc

EAE electronic log book

Log Books

- My log books
- Recycle Bin

Welcome Dear Candidate

Welcome to your EAE E-logbook platform. Congratulations for having successfully passed the written part of the TTE Accreditation.

You may now follow the 4 steps of the platform to submit your E-logbook.

EAE Accreditation Office

My log books follow-up

Edit	Candidate number	Sub-specialty	Exam	Date sent by post	Date received by post	Status
There are no items to show in this view of the "Log books" list.						

I want to...

- Create a new logbook ...
- Sign out
- Add new link

Type Name

- TTE E-log book candidate user guide 0509 VJP

EUROPEAN ASSOCIATION OF Echocardiography

EUROPEAN SOCIETY OF CARDIOLOGY

3rd Step: Section 1 - initiate the creation of the logbook

EAE electronic log book > Log books

New log book

1. Create logbook



2. Attach recommendation

letters



3. Upload clinical cases



4. Logbook summary



Logbook info

Status: Creation

1) Create your log book by filling the "General Information" section below.
2) Once done, click on "Next" or on the sign "2. Attach mandatory documents" to move further with the creation of your log book.

Please NOTE that :

- At any stage of the creation of the log book, you can :
 - a. Exit (and come back to it at a later stage) by clicking on "Save as draft"
 - b. Come back to a previous section by clicking on "Back".
- All information are saved automatically upon entry.

Please contact EAE Accreditation Office at eae@escardio.org for any question.

Next

Save as draft

General information

Subject *	TTE
Exam *	Demo ESC
Language for logbook submission *	French
Institute *	Demo ESC
Name *	JP
Address *	JP

1 Click on the arrow and select TTE

2 Choose the exam session you have attended

3 Select the language in which your documents and the logbook is submitted: it will be sent to graders able to review in this language

4 Please indicate the name of your institute/hospital

5 Indicate your name

6 Indicate the address where you wish to receive your diploma

4th step: Section 2 - Attach recommendation letters (templates on EAE TTE Accreditation web page)

1. Create logbook **2. Attach recommendation letters** **3. Upload clinical cases** **4. Logbook summary**

Logbook info
 Status: Draft
 Created: 05/02/2009

Step 2 - Attach recommendation letters

1. Attach documents listed below (authorised formats are .pdf, .tif, .xls, .doc). All documents are mandatory. One file maximum per document can be uploaded. Templates can be found at the web site: www.escardio.org/communities/EAE/accreditation/TTE
2. Once done, click on "Next" or the sign "3. Upload clinical cases" to move to step 3

For guidance, please refer to the user guide or contact EAE@escardio.org

Attachments

Attachment #0	<input type="text"/> <input type="button" value="Browse..."/> <input type="button" value="Attach"/>	Letter from the supervisor testifying that the candidate has performed and reported 250 clinical transthoracic cases
Attachment #1	<input type="text"/> <input type="button" value="Browse..."/> <input type="button" value="Attach"/>	Letter from the supervisor documenting training and the review of studies undertaken by the candidate
Attachment #2	<input type="text"/> <input type="button" value="Browse..."/> <input type="button" value="Attach"/>	Summary sheet of the cases submitted

Upload the 3 requested documentation – templates available on:
<http://www.escardio.org/communities/EAE/accreditation/TTE/Pages/aims.aspx>
 Section STEP 2 – Documents to submit with your logbook.

Attachments

Attachment #0	Letter N°1.doc <input type="button" value="Delete"/>	Letter from the supervisor testifying that the candidate has performed and reported 250 clinical transthoracic cases
Attachment #1	Letter N°2.doc <input type="button" value="Delete"/>	Letter from the supervisor documenting training and the review of studies undertaken by the candidate
Attachment #2	Letter N°3.doc <input type="button" value="Delete"/>	Summary sheet of the cases submitted

5th step: Section 3 - Upload the 6 clinical cases

EAE electronic log book > Log books > TTF09020025-MUN

New log book

1. Create logbook

2. Attach recommendation letters

3. Upload clinical cases

4. Logbook summary

i **Logbook info**
Status: Draft
Created: 05/02/2009

Step 3 - Upload clinical cases

- Upload 6 clinical cases whose split is as follows: **1 case of Isc LV, 1 case of AS, 1 case of MR, 1 case of AR, 1 normal case and 1 case at the choice of the candidate**
IMPORTANT: Each clinical case should be documented accordingly with anonymised video, pictures and the related report (see requirements [here](#)). Authorised videos, picture formats: .avi, .mpg, .mpeg, .wmv, .jpg, .jpeg, .bmp, .tiff (**.DICOM not valid**)
- Upon completion, click on "Next" or "4. Logbook summary"

Tip
TO REDUCE UPLOAD TIME, PLEASE MAKE SURE TO COMPRESS THE VIDEOS ON YOUR COMPUTER BEFORE UPLOADING THEM.

For guidance, please refer to the user guide or contact EAE@escardio.org

Back Next Save as draft

Video cases

Select clinical case
Please ensure you select the right case #1

New clinical case (at least one video (max size 25 MB) and one report)

Uploaded clinical cases [Refresh]

There are no items to show in this view.

Browse... Attach...

1 Click on the arrow and choose the right case number.

2 Browse your documents and find the appropriate case

3 Click on Attach document

Uploading in progress...

Please wait while your file is being uploaded
0% done

Cancel

EUROPEAN ASSOCIATION OF Echocardiography
A Registered Branch of the ESC

EUROPEAN SOCIETY OF CARDIOLOGY®

Review of uploaded videos

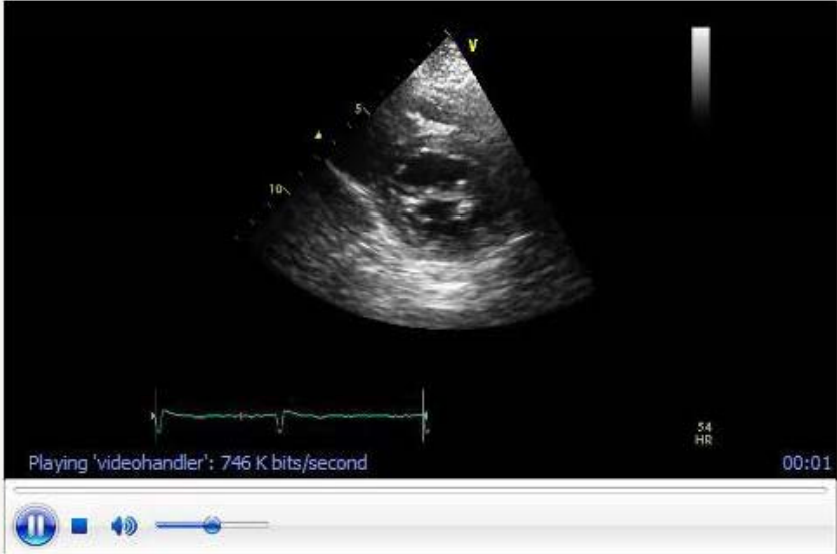
Video cases

Select clinical case #6
Please ensure you select the right case

New clinical case (at least one video (max size 25 MB) and one report)

Uploaded clinical cases [Refresh]

- Case # : 1 (2)
 - Report case 1.doc
 - Video1.avi
- Case # : 2 (2)
 - Report case 2.doc
 - video2.avi
- Case # : 3 (2)
 - Report case 3.doc
 - video 3.avi
- Case # : 4 (2)
 - Report case 4.doc
 - video 4.avi
- Case # : 5 (2)



6th step: Section 4 – Logbook summary


Once you have completed sections 1 to 3, you can access the section "4. Logbook summary" which summarises the status of the logbook creation as displayed on the following screen.

This screen indicates that section 3 is not complete:
NOT OK to submit

The sign "✓" means that the relevant section is complete and the sign "✗" means that this is incomplete. In order to be able to submit the log book, all sections should have a "✓" status.

E-Logbook ready for submission


EAE electronic log book Welcome eaelb_candidate | ?


 **EAE electronic log book** This Site: EAE electronic log bo [search]


EAE electronic log book


EAE electronic log book > Log books > TTE09020025-MUN


New log book

1. Create logbook 

2. Attach recommendation letters 

3. Upload clinical cases 

4. Logbook summary 

 **Logbook info**
Status: Draft
Created: 05/02/2009

Step 4 - Logbook summary

Before submitting your logbook, ENSURE that all sections are complete (a sign ✓ should appear beside each section of the logbook in the window below). If a cross ✗ appears, please update the relevant section by clicking on "Back" or the section number in the overhead menu.

Your logbook will not be submitted for review until all sections are complete.

Please note that once submitted, you will no longer be able to modify your logbook and you will be prompted on the E-logbook home page.

For guidance, please refer to the user guide or contact EAE@escardio.org

Back Submit Save as draft

Log book summary / résumé

Task description	Task status
Section 1 - General information - log book creation	✓
Section 2 - Recommendation letters	✓
Section 3 - Upload clinical cases	✓

7th step: Submitted E-Logbook(s) summary

You will be prompted back on the E-Logbook home page. Your logbook will be indicated like this:

☰ Status : Submitted (1)			
TTE09020025-MUN	TTE	TTE - ESC Munich 2008	Submitted

The EAE Accreditation Office will receive an automatic e-mail mentioning that a log book has been submitted.

In addition, you will also receive an automatic e-mail to inform you that the EAE Accreditation Office has received your logbook and that it will be reviewed within the next 2 weeks. **Note that from now on you will be able view the logbook in read-only but will not be able to make any changes.**

For further information, please refer to the [EAE TTE Accreditation web page](#).

accreditationEAE@escardio.org