



User Guide

May 2, 2025

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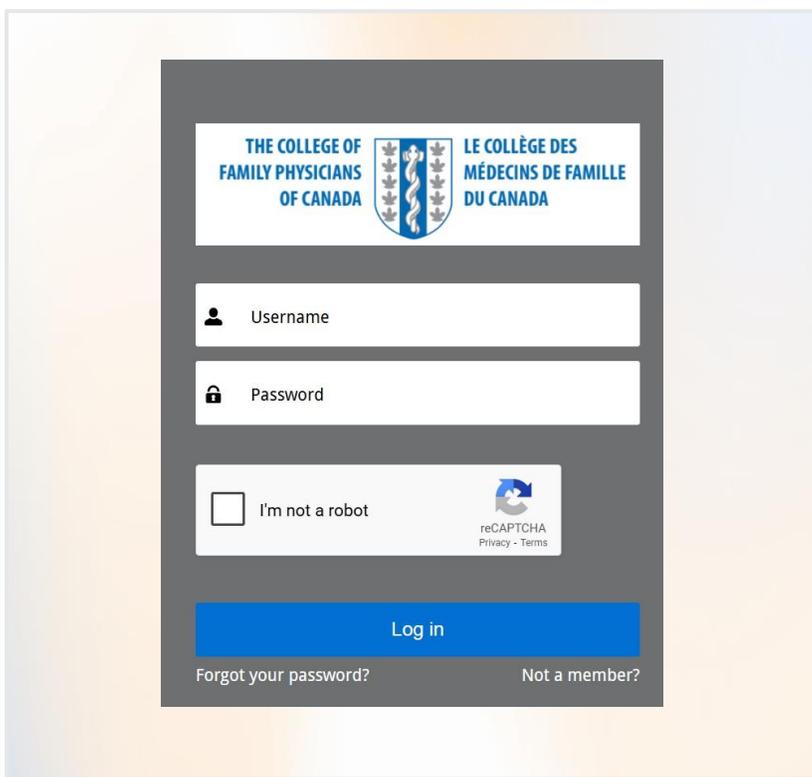
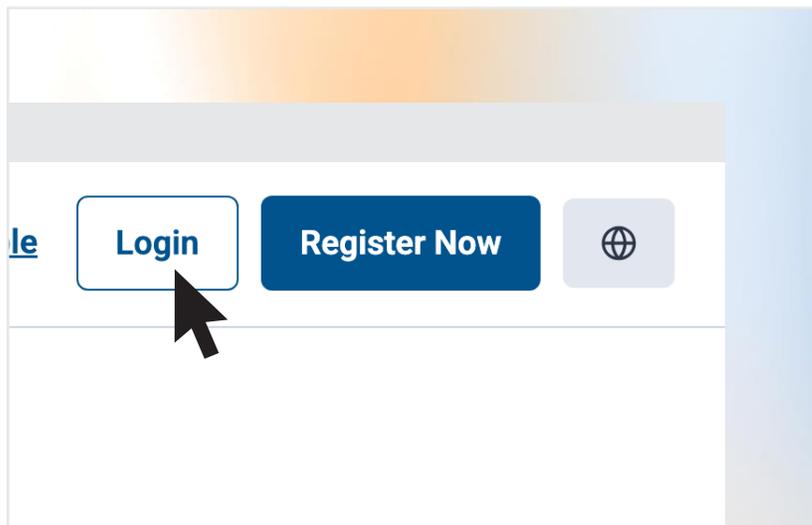
Account

How to access your account

To access your Self Learning account, go to <https://selflearning.cfpc.ca> and select 'Login or Register Now' at the top right of the page.

You will be prompted to confirm whether you already have an account or if you wish to register for an account. You will then be redirected to the CFPC membership portal, where you can enter in your information.

Note: If you have an existing account (even if your subscription has lapsed), you can login with your email address and password to access your Self Learning Dashboard. Make sure your email address matches the one you used to open your account. If you have forgotten your password, click 'Forgot password?'



Once logged in, the first page you will see is your Dashboard.

Account

Account homepage

The Account homepage allows you to view your Dashboard, manage your subscription, update your contact information, view and download your receipts, and explore additional features.

DASHBOARD BODY

On your dashboard, you can easily access the volumes you're subscribed to, view trending questions at a glance, and navigate seamlessly between different volumes.

The screenshot displays the 'Self Learning' account dashboard. At the top, there is a navigation bar with 'Self Learning' branding and user options like 'Credits' and 'User Name'. Below this is a secondary navigation bar with links for 'Dashboard', 'Volumes', 'Question Search', 'Manage Subscriptions', 'Saved Question Sets', 'CPD Credits', 'About', 'Help Center', and 'Contact'. The main content area is titled 'Dashboard' and includes a 'Recent Progress' section for Volume 39.5, showing 75% accuracy and 2% progress. The 'My Volumes' section lists four volumes: 39.6, 39.4, 39.5, and 34.6, each with a 'Credits Available' indicator and a '0% COMPLETE' status. The 'My Top Categories' section lists 'Obstetrics' (2 Questions), 'Infectious Diseases' (1 Question), and 'Preventive Medicine - Education' (1 Question). The 'Next Issue Sneak Peek' for Volume 39.6 (Cardiology) shows 25 Questions. The 'Trending Questions' section features two questions, one of which is highlighted with a score of 39.6.

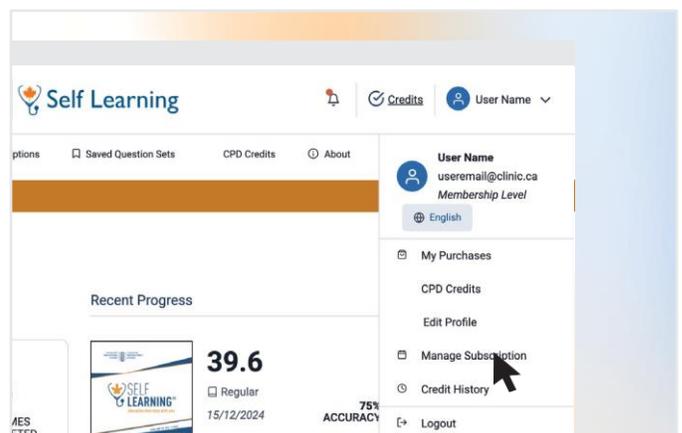
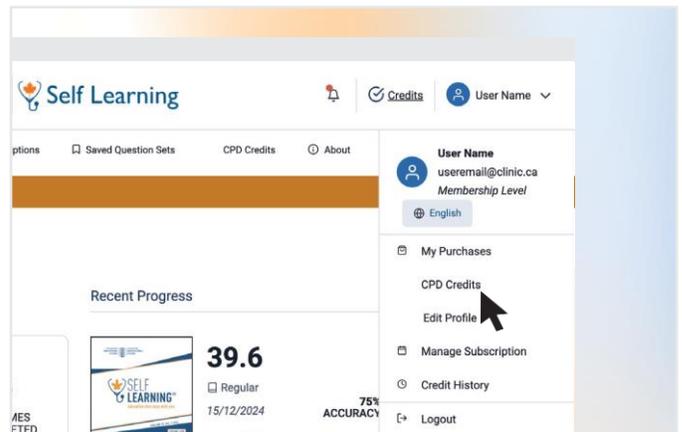
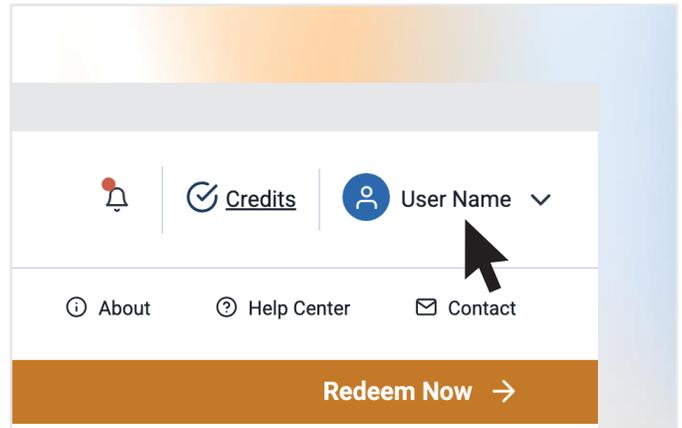
Account

How to update your account

Click **User Name** at the top right corner of the screen to begin.

Here, you can change your password, email or mailing address, by selecting **Edit Profile**.

To make changes to your subscription such as changing the format (language and type) or auto-renewal preference, select **Manage Subscription**.



Manage Subscriptions

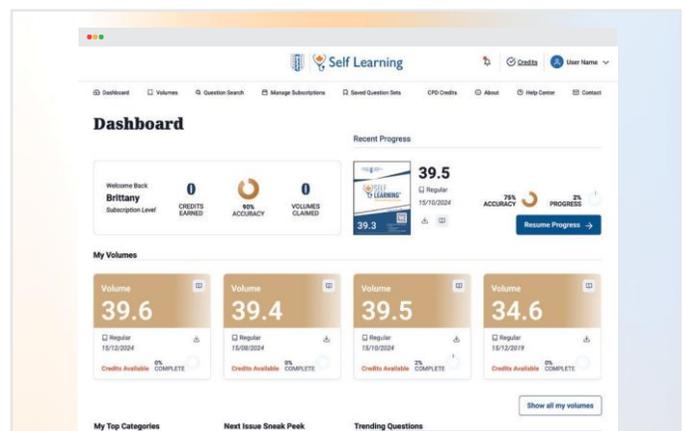
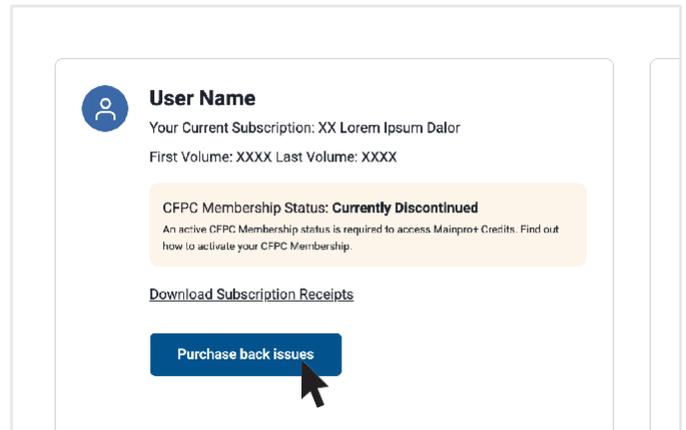
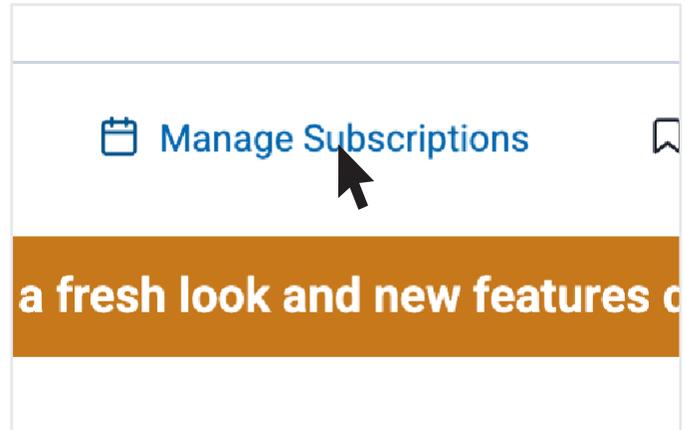
How to purchase a back issue

To purchase a back issue, click **Manage Subscriptions** in the navigation menu bar. Click **Purchase Back Issues**. Select the back issue(s) you wish to purchase and check out when you are ready.

Note: Back issues are available for up to five years. If you are looking for a volume that is not listed, please contact us at slinfo@cfpc.ca. Please note that you can only claim credits for volumes within your Mainpro+® cycle.

You will be directed through the step-by-step purchase process. You will receive a confirmation by email once you submit your payment.

The digital volumes will be posted to your dashboard approximately two to three business days after payment is processed. If you requested print volumes, please allow up to four weeks to receive your copy in the mail.



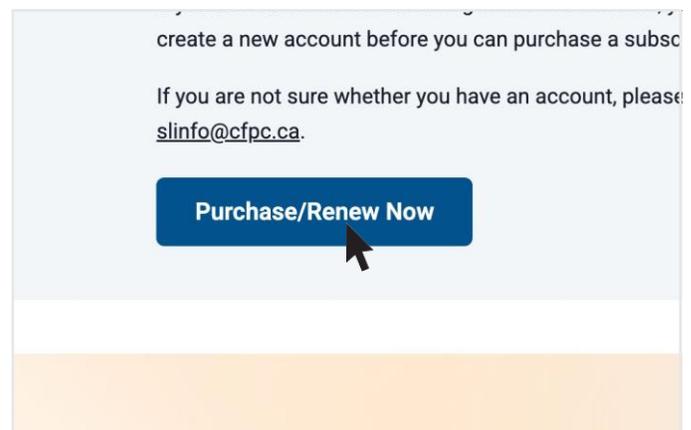
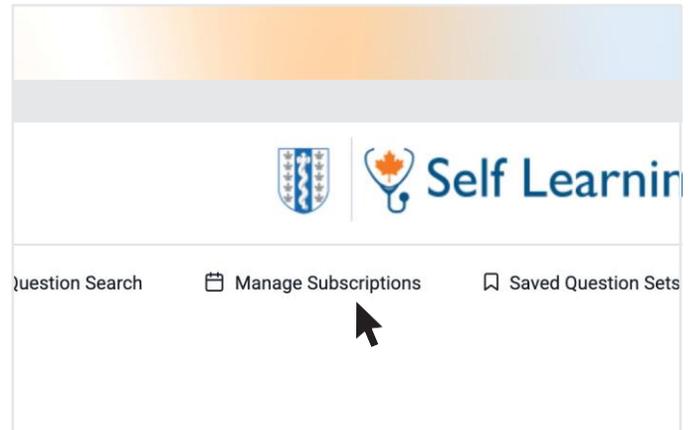
Manage Subscriptions

How to sign up or renew your subscription

To sign up or renew your subscription, select **Manage Subscription** in the navigation menu.

You will be directed through the step-by-step purchase process, which includes selecting your preferred format, language and subscription plan as well as your shipping address (if applicable). You will receive a confirmation by email once you submit your payment.

The digital volumes will be posted to your dashboard approximately two to three business days after payment is posted. If you requested print volumes, please allow up to four weeks for processing.



Accessing your Self Learning Volumes

How to access your Self Learning volume(s)

Volumes within your subscription will appear on the Dashboard in the order of the publication date (most recent book will appear at the top). Similarly, complimentary volumes (e.g., samples, special editions) can be found on the Dashboard.

Click **Dashboard** to begin interacting with the content.

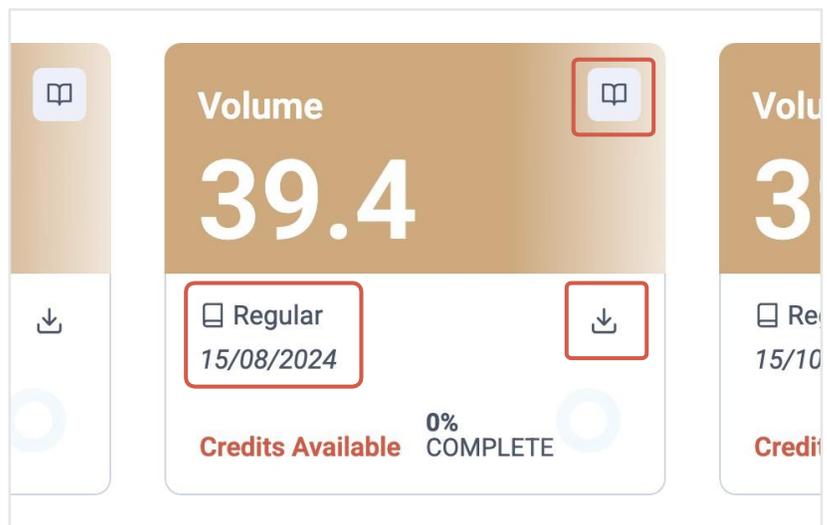
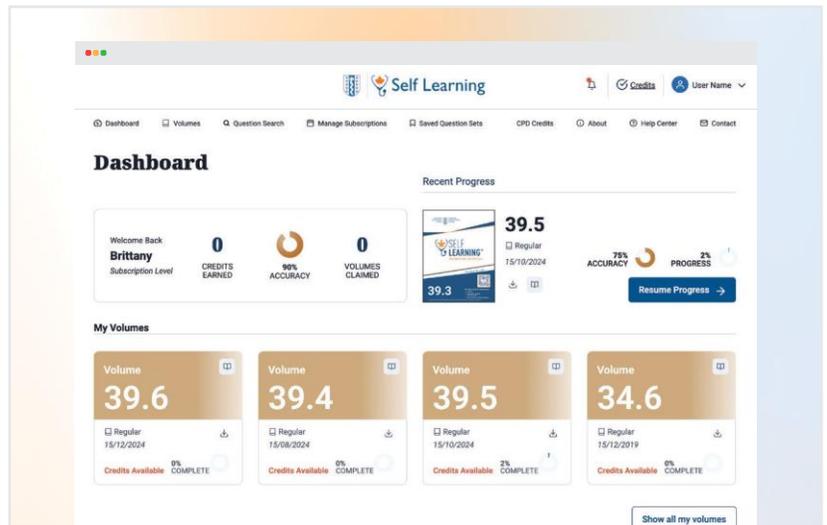
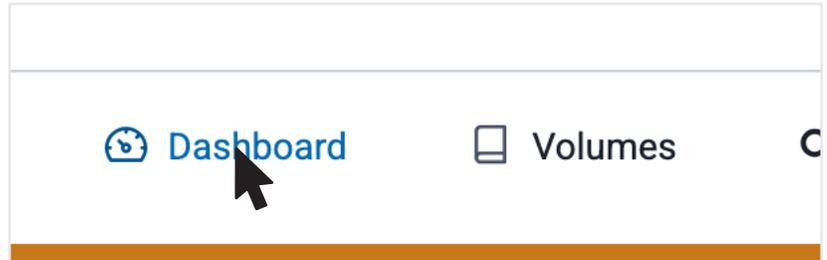
You have the ability to perform various tasks with a single click. You can:



Open a volume: Select and open a volume from your device.

Save a volume: Save any changes you have made to the current volume.

Download a file: Quickly download the PDF volume.

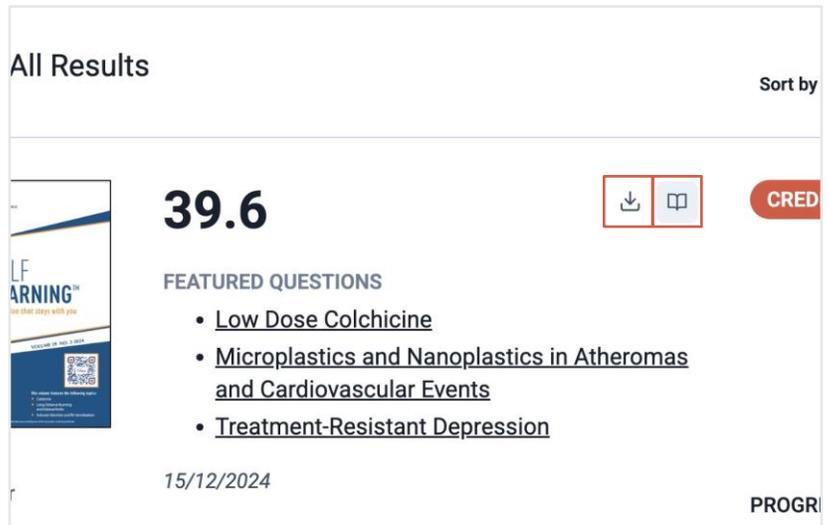
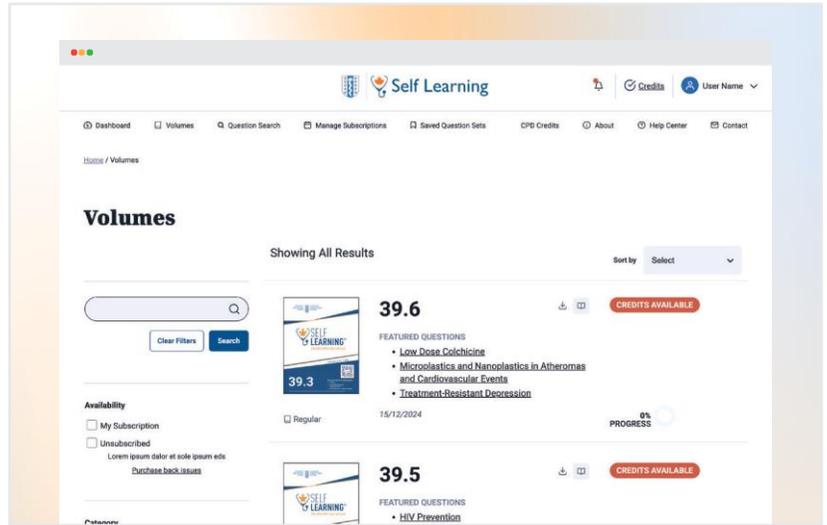


Accessing your Self Learning Volumes

You can access Self Learning volumes in the **My Self Learning Volume(s)** section of your Dashboard.

Select a volume to open the interactive content or click Download to obtain a PDF volume.

You can sort your available volumes by clicking the arrow next to a column heading. For example, click **Publication Date** to sort the issues by publication date.



Questions (content)

How to test your knowledge

NAVIGATING A SELF LEARNING VOLUME

Once you select a Self Learning volume, a list of questions displays.

To open a question, click the question title.

Select any of the column headings to sort the questions. For example, select Type to sort the questions by true/false, multiple choice, or SAMP (Short Answer Management Problem).

The screenshot shows the 'Home / Volumes / Volume 40.1' page. On the left, there is a 'Self Learning' logo and a 'Regular' badge dated 'February 15, 2025'. Below this are three progress indicators: 'PERSONAL ACCURACY' at 0%, 'PEER ACCURACY' at 88%, and 'COMPLETE' at 0%. A 'Claim credits in Mainpro' button is also present. The main area displays a table of questions with columns for '#', 'Question', 'Type', 'Status', 'Action', and 'Save'. A 'Sort by' dropdown menu is set to 'Select'. A mouse cursor points to the 'Answer ->' button for the first question.

#	Question	Type	Status	Action	Save
1	Inhalers and Greenhouse Gas Emissions Preview Question	MC	INCOMPLETE	Answer ->	Save
2	Adult Female Acne Preview Question	T/F	INCOMPLETE	Answer ->	Save
3	Salpingectomy to Reduce Ovarian Cancer Risk Preview Question	MC	INCOMPLETE	Answer ->	Save
4	Tazocin for Sepsis Preview Question	T/F	INCOMPLETE	Answer ->	Save
5	Semaglutide and Tobacco Use Disorder in Type 2 Diabetes Preview Question	T/F	INCOMPLETE	Answer ->	Save
6	Alcohol Use Disorder Preview Question	MC	INCOMPLETE	Answer ->	Save

This close-up shows the 'Sort by' dropdown menu with 'Select' chosen. Below the table header, the 'Type' column is highlighted, showing 'T/F' for the selected question. The 'Status' column shows 'INCOMPLETE' in a red pill-shaped button. The 'Action' column shows 'Answer ->' in a blue pill-shaped button. The 'Save' column shows a bookmark icon.

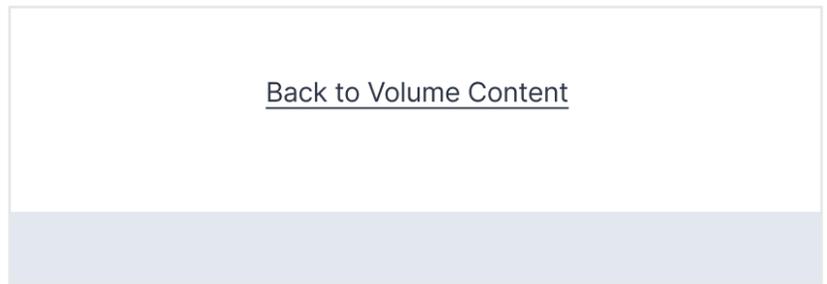
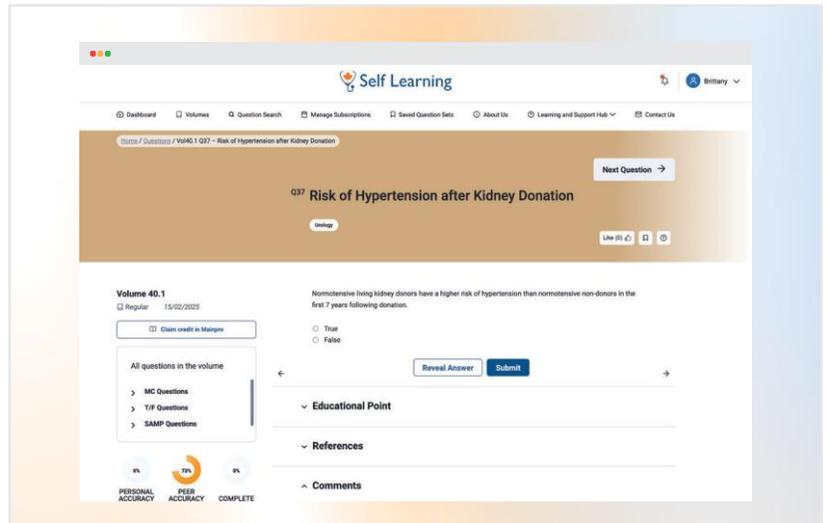
Type	Status	Action	Save
T/F	INCOMPLETE	Answer ->	Save

Questions (content)

Once you select a question, it will open in a new page.

NAVIGATING A SELF LEARNING VOLUME

Use the menu bar on the left-hand side to navigate through the questions, or use the arrow buttons to move to the next or previous question. To return to the main question list, click **Back to Volume Content**.



Questions (content)

NAVIGATING BETWEEN QUESTIONS

Click **Submit** to submit your answer and reveal whether it is correct or incorrect.

Click **Reveal Answer** to reveal the correct answer to the question.

Click **Clear Answer** to clear your response to the question. Doing so means the question will appear as unanswered if you return to this volume at a later date.

Click **Education Point** to reveal the question's Educational Point, which provides a summary of the cited article.

Click **References** to reveal the reference(s) for this question. In this section, you will also find links to the article's PubMed abstract, and the full text article if it is available.

Click **Statistics** to see how other Self Learning subscribers have responded to a question. A tally for each question displays, with a breakdown of the total responses received. Correct answers are highlighted in bold (and may not be the most frequently selected responses).

Q1 **Anticholinergic Drug Exposure and the Risk of Dementia: A Nested Case-Control Study**

Addiction and Mental Health Neurology

Like Download Bookmark Share

Three years of daily use of a single strong anticholinergic medication at the minimum effective dose recommended for older people is associated with 50% increased odds of dementia.

True
 False

← **Reveal Answer** **Submit** →

▼ **Educational Point**

Three years of daily use of a single strong anticholinergic medication at the minimum effective dose recommended for older people is associated with 50% increased odds of dementia.

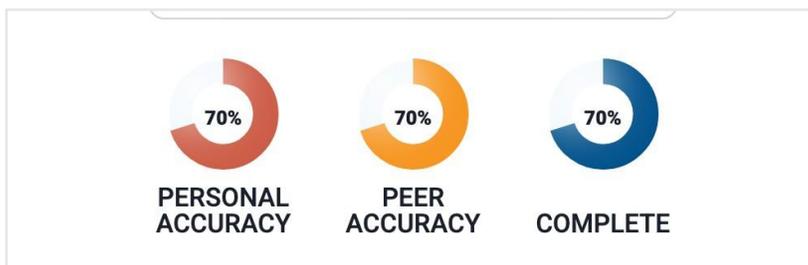
True
 False

← **Reveal Answer** **Submit** →

▼ **Educational Point**

▼ **References**

▼ **Comments**

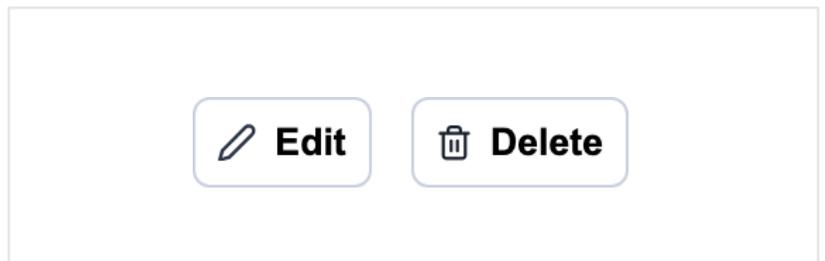
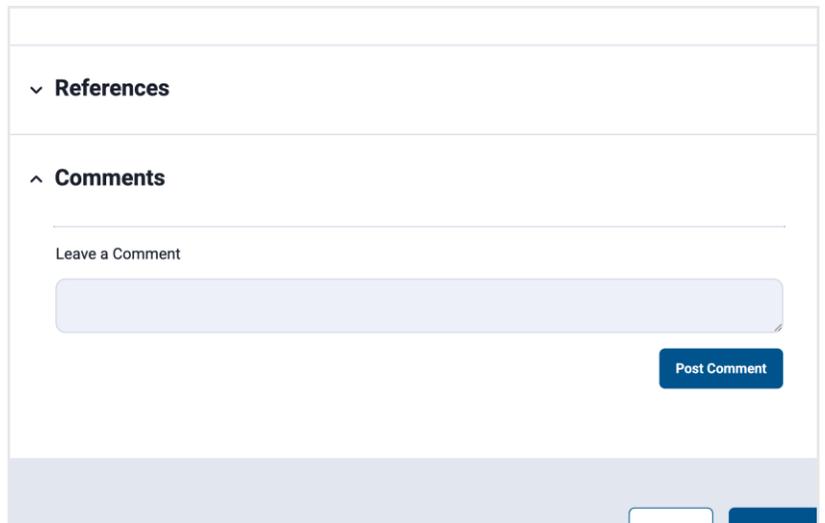
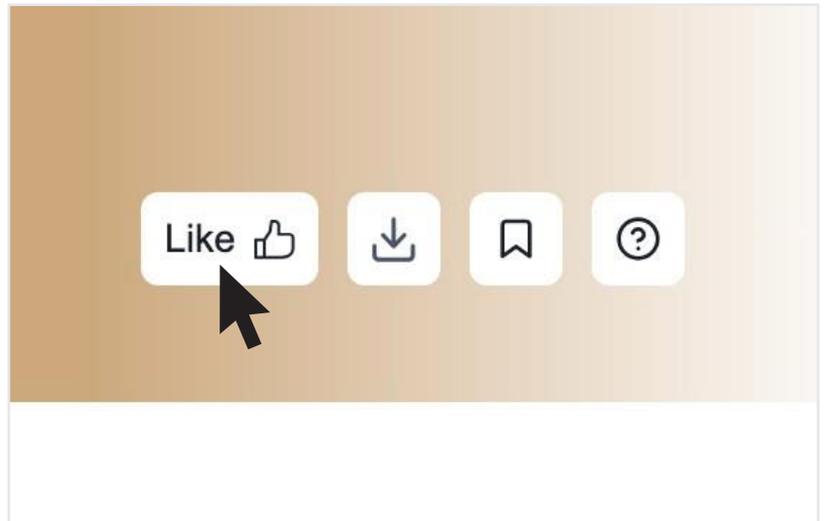


Questions (content)

Click **Like** to like a question.

To add a comment to a question, which will be visible to other subscribers, click **Comment** below the question and type in your comment.

Once ready, click Post Comment to publish your comment. You can edit your comment by clicking **Edit** or remove it by clicking **Delete**.



Questions (content)

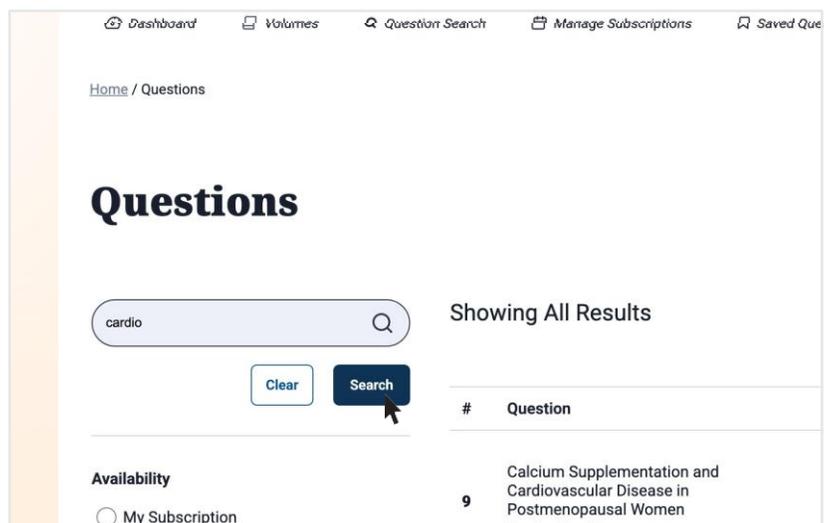
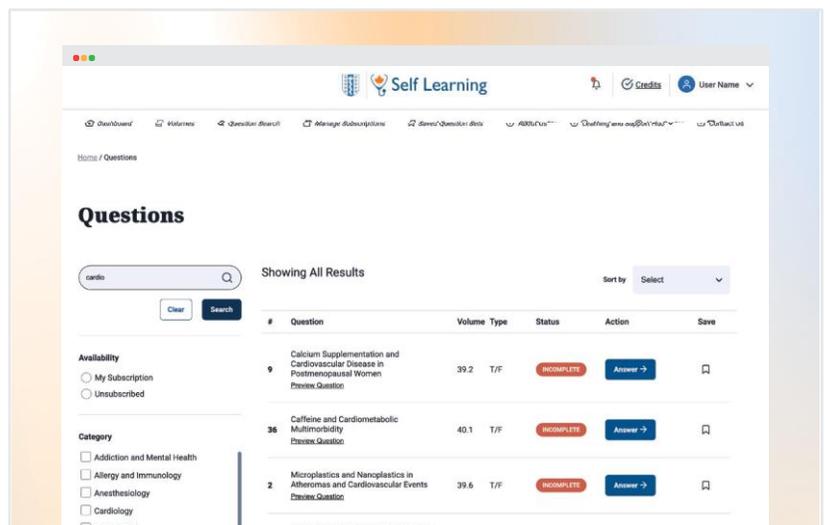
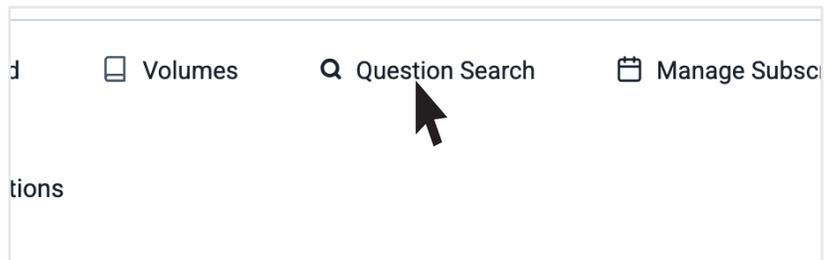
How to search for a question

To search questions across all your Self Learning volumes, select **Question Search** in the navigation menu, then **Custom Question Search**.

The Custom Question Search provides multiple ways to search or filter all Self Learning issues to which you have access. You can:

- Enter specific keywords or phrases
- Search a specific issue, multiple issues, or all issues to which you have access
- Filter questions by clinical category
- Filter questions by type (true/false, multiple choice, or SAMP)
- Include only questions you have not yet answered, or questions you have previously answered

Once you specify your search parameters, click Search and your search results will display below the Search button.



Questions (content)

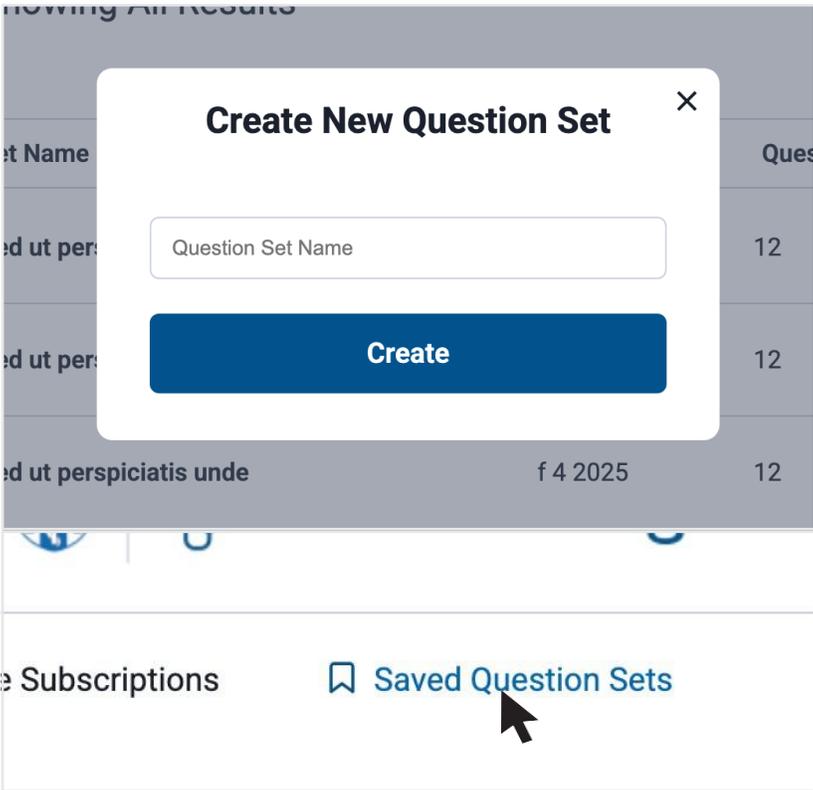
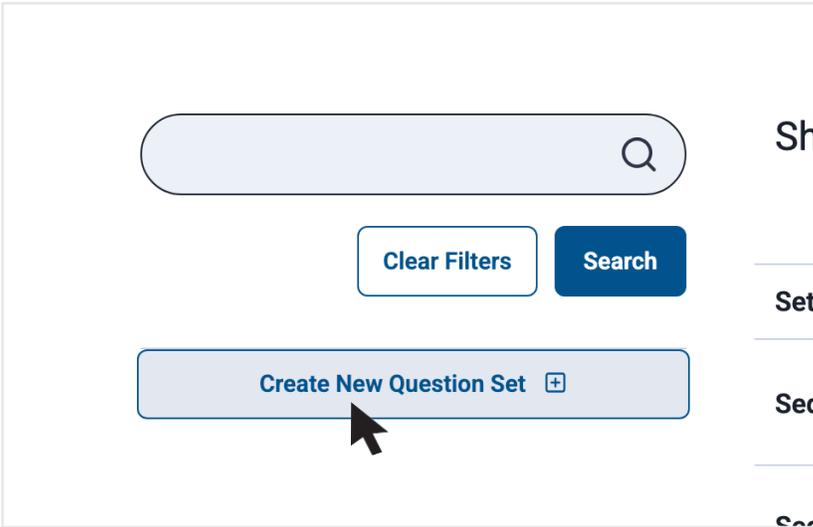
How to build a custom question set

From the results, select the specific questions of interest, or select **all questions** by clicking the checkbox at the top, as indicated in the previous image, and then click **Build Custom Question Set**. Your custom list will be generated.

Click anywhere on a row to open a question.

Your custom question set will automatically save, allowing you to return to it later. To access your saved list, click **Saved Question Set** on your dashboard or navigate to *Questions > Saved Questions* from the menu bar.

Note: Only one unique question set can be saved at a time. If you create a new custom question set with the same name as an existing set, it will override the last saved set.



Claiming Continuing Professional Development (CPD) credits for Self Learning

How to submit the Self Learning Program Impact Assessment

Step 1

Log into your CFPC member dashboard at cfpc.ca and click **Go to Mainpro+®**. Then, select **Enter a CPD Activity**

Step 2

Click **Filters**. Select Certified for the Credit Category and Self Learning Program as the Activity Type. And then click on **Apply**.

Under Actions, click **Claim Credits** for the appropriate volume number.

Step 3

Complete the Impact Assessment form and click **Submit Activity**.

How to submit the Self Learning Program Impact Assessment

1

Log in to your CFPC member dashboard at cfpc.ca and click on **Go to Mainpro+®**. Then, select **Enter a CPD Activity**

2

Click on **Filters**: Select Certified for Credit Category and Self Learning Program as Activity Type. And then click on **Apply**.
Under Actions, click on **Claim Credits** for the appropriate volume #

3

Complete the Impact Assessment form and click on **Submit Activity**

Claiming Continuing Professional Development (CPD) credits for Self Learning

Additional CPD Opportunities

Linking Learning Exercises: Earn 5 five credits for each completed exercise. There is no limit on the number of exercises in a cycle.

Pearls Exercises: Earn six credits per completed Pearls exercise. There is no limit to the number of exercises in a cycle.

How to Earn CPD Credits with Self Learning outside of the CFPC

A CFPC reciprocal credit reporting agreements allow you to claim the same number of credits for members of the Collège des médecins du Québec or the American Academy of Family Physicians. For other organizations, download your credit certificate from the Credits section in your account.

Linking Learning

Home > Exams, Education & CPD > CPD at CFPC > Linking Learning

Share

Quickly access your online form to earn up to five Mainpro+ certified assessment credits.

Log in to your account.

Linking Learning: Finding opportunities in day-to-day activities

Learning can happen anywhere at any time. Structured programs like conferences and journal clubs are great learning experiences, but what about that conversation you had with your team pharmacist? Or all the research you had to do to treat a complex patient?

Linking Learning exercises allow you to claim five Certified Assessment credits for any formal or informal learning opportunity.

There are five activities : Linking Learning to Practice, Teaching, Research, Administration, and Assessment.

The Linking Learning exercises will walk you through the steps you took to learn and apply new information that made an impact on your practice. Linking Learning steps:

Pearls.ce

Home > Exams, Education & CPD > CPD at CFPC > Pearls.ce

Share

All practice eligible candidates must participate in the Pearls.ce program as part of their eligibility requirement. It is intended as a self-directed, structured learning activity designed to enhance the introduction of new knowledge into your practice rather than a pass/fail activity.

This assessment program has been certified by the College of Family Physicians of Canada for up to 20 Mainpro+ credits.

One of the major developments in postgraduate family medicine education in recent years has been an emphasis on the principles of evidence-based practice. The philosophy behind this is to ensure that graduates have a solid understanding of these principles and are able to apply them in their daily practice of family medicine. This program offers practice eligible candidates an opportunity to gain, enhance and demonstrate these skills.

Pearls.ce Fee : \$1200

Pearls.ce Cancellation/Refund Policy

The portion of the Pearls.ce fee refunded will vary depending on the date of receipt of a written, signed withdrawal/refund request.

- Candidates who withdraw from the program prior to completing exercise #1 will be subject to a penalty of \$200.
- Candidates who withdraw from the program after completing exercise #1 and before completing exercise #2 will be subject to a penalty of \$300.
- Candidates who withdraw from the program after completing exercise #2 and before completing exercise #3 will be subject to a penalty of \$500.

Mainpro+ credits

- Candidates who complete the Pearls.ce program receive 20 certified Mainpro+ credits.

Claiming Continuing Professional Development (CPD) credits for Self Learning

How to log credits for special editions through Linking Learning to Practice

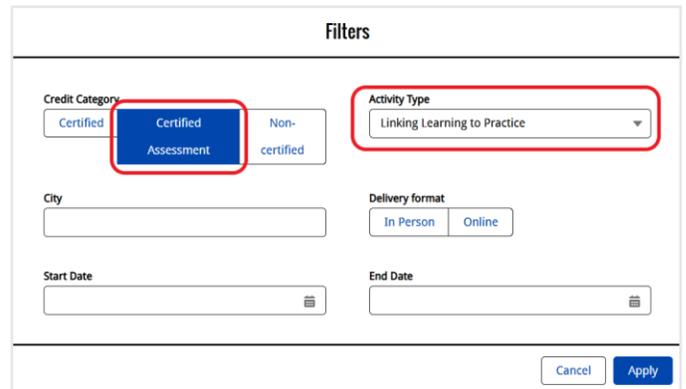
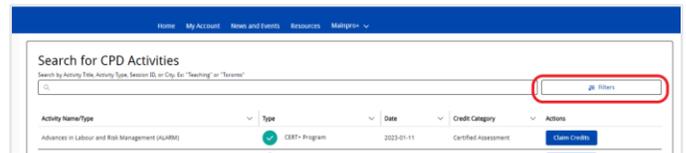
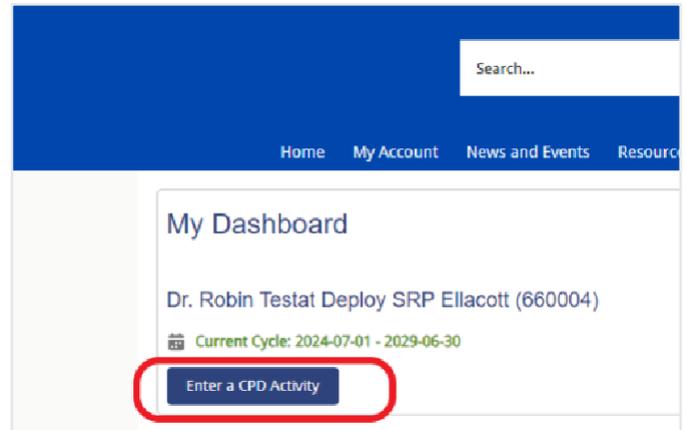
For special editions, current active Self Learning subscribers can claim credits just as they would for any other volume.

Click Enter a **CPD Activity**

Select Certified Assessment for *Credit Category* and Linking Learning to Practice as *Activity Type*. And then click **Apply**.

If you do not have an active subscription at the time of the release of a special edition, you can claim CPD credits through Linking Learning to Practice. Credits for special editions can be claimed by following these steps:

1. Click **Filter** and select Self Learning.
2. For the credit category, select Certified Assessment Activity.
3. For the activity type, choose Linking Learning to Practice.
4. Fill out the required information based on your reflection from the exercise.



Troubleshooting

How to clear your computer cache

Why clear your cache? Clearing your browser's cache helps resolve issues related to loading outdated content or encountering errors on websites.

Clearing the cache on Desktop Devices - Steps for Popular Browsers

Google Chrome

Open Chrome.

Click the three vertical dots in the top-right corner.

Click **Delete Browsing Data**.

Choose a time range (e.g., Last 24 hours or All time).

Check **Cached images and files**. Click **Delete data**.

Mozilla Firefox

Open Firefox.

Click the three horizontal lines in the top-right corner.

Select Options > Privacy & Security.

Scroll to the Cookies and Site Data section.

Click Clear Data.

Check Cached Web Content, then click Clear.

Microsoft Edge

Open Edge.

Click the three horizontal dots in the top-right corner.

Click **Settings** and then select Privacy, Search, and Services.

In the section Delete browsing data, click **Choose what to clear** beside Clear browsing data nos.

Select Cached images and files and click **Clear now**.

Safari (MAC):

Open Safari.

Click **Safari** in the menu bar and select Preferences.

Go to the Privacy tab.

Click **Manage Website Data**.

Click **Remove All** and confirm.

Clearing the cache on tablets - steps for popular browsers

IOS (iPhone/iPad)

Go to Settings > Safari.

Scroll down and tap Clear History and Website Data.

Confirm by tapping Clear History and Data.

Android

Go to Settings > Apps.

Select the app you want to clear the cache for.

Tap Storage.

Tap Clear Cache.

Troubleshooting

Additional troubleshooting tips

Refresh the Page: Press Ctrl + R (Windows) or Cmd + R (Mac) on your desktop to reload the page. On mobile devices, swipe down on the screen to refresh.



Restart Your Device: If clearing the cache does not resolve the issue, try restarting your device to reset network connections and close background processes.

Update Your Browser or App: Make sure your browser or app is up to date to prevent compatibility issues.

Speed issues: Having multiple tabs and applications open at once impacts the speed. Also, many factors affect Internet speed, some of which include the number of devices connected to the Internet at once, where you are browsing from, bandwidth, your Internet provider, router location, and more.

Don't see something you're looking for?

Check out our Support Centre on [Selflearning.cfpc.ca](https://selflearning.cfpc.ca) or contact us at sinfo@cfpc.ca