



If you have an individual Study Guide Package subscription or your institution has a subscription to the PsychiatryOnline Premium package, you have access to our Exam Dashboard, which allows the user to create custom Exams using Study Guide questions. Steps on how to access the Dashboard and its various features are below.

If you are an individual subscriber, please sign in to your PsychiatryOnline account and go to section on page 4 called “Accessing the Exam Dashboard Homepage”.

If you have institutional access, a personal MyPOL account is required to access the Dashboard and store your Exam history. If you do not have a MyPOL account, you can create a MyPOL account by completing the following steps below. If you already have a MyPOL account, please login to your MyPOL account and go to section on page 4 called called “Accessing the Exam Dashboard”. If you are an institutional administrator, please login using your administrator credentials and go the section on page 4 called to “Accessing the Exam Dashboard”.

**PLEASE NOTE: For institutional access, you will need to be authenticated to your institutional subscription and signed in to your MyPOL account in order to access.**

**If your institutional access is granted via one public username/password login, you will need to create a MyPOL account and pair your device to the institutional access using the steps below.**

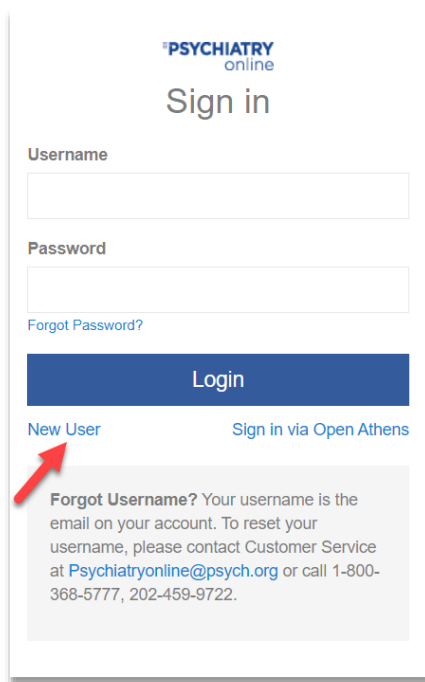
## MyPOL Account Setup

You can create a MyPOL account by going to [PsychiatryOnline.org](https://PsychiatryOnline.org) and completing the following steps.

1. Select “Sign In” on the top right of the PsychiatryOnline site menu bar near the search bar.

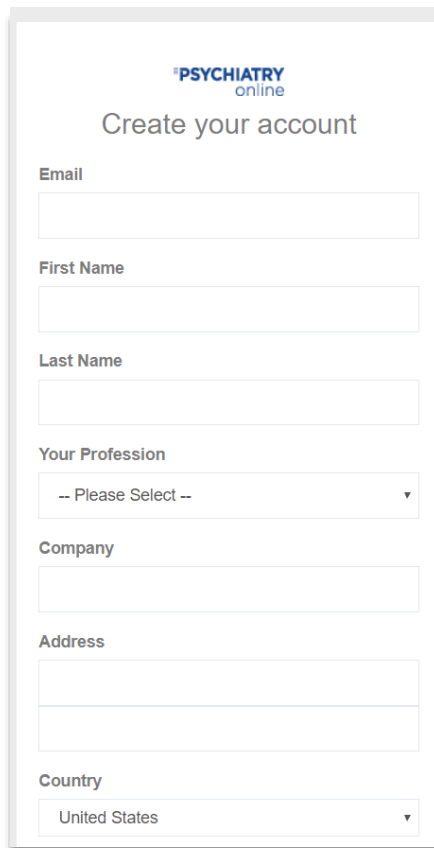


2. On the next screen select “New User”.



The image shows the 'Sign in' page for PSYCHIATRY online. At the top, the logo 'PSYCHIATRY online' is displayed. Below it, the heading 'Sign in' is centered. The form includes a 'Username' field, a 'Password' field, and a 'Forgot Password?' link. A blue 'Login' button is positioned below the password field. Underneath the button, there are two links: 'New User' and 'Sign in via Open Athens'. A red arrow points to the 'New User' link. Below the links, a grey box contains the text: 'Forgot Username? Your username is the email on your account. To reset your username, please contact Customer Service at [Psychiatryonline@psych.org](mailto:Psychiatryonline@psych.org) or call 1-800-368-5777, 202-459-9722.'

3. On the next screen, fill out the New User Registration form. If you are accessing a subscription that is through your institution, use the email address with the institutional domain matching your institution (Example: user@yourinstitution.edu). Once this form is complete, hit "Create Customer".



The image shows the 'Create your account' page for PSYCHIATRY online. At the top, the logo 'PSYCHIATRY online' is displayed. Below it, the heading 'Create your account' is centered. The form includes several fields: 'Email', 'First Name', 'Last Name', 'Your Profession' (a dropdown menu with '-- Please Select --'), 'Company', 'Address' (two stacked text boxes), and 'Country' (a dropdown menu with 'United States').

State  
-- Please Select --

City

Zip Code

Phone

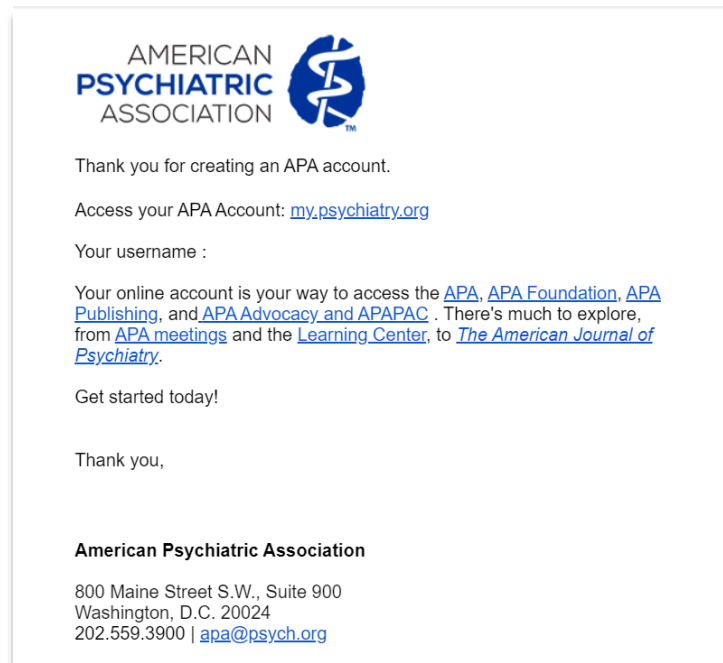
Password

Confirm Password

I have read and I accept the [Privacy Policy](#)

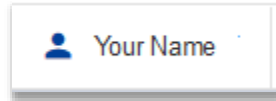
Create Customer

- The next screen confirms that your account has been registered. An email will be sent to the email address entered in the MyPOL account registration page confirming the creation on your account. If you do not receive this email, please contact [psychiatryonline@psych.org](mailto:psychiatryonline@psych.org) for assistance.



- Now that you have created a MyPOL account, sign in to the account on <https://psychiatryonline.org/> using the Sign In area shown below:

When you are successfully logged in the person icon will change from white to blue and your name will now display in the area where “Sign In” was previously.



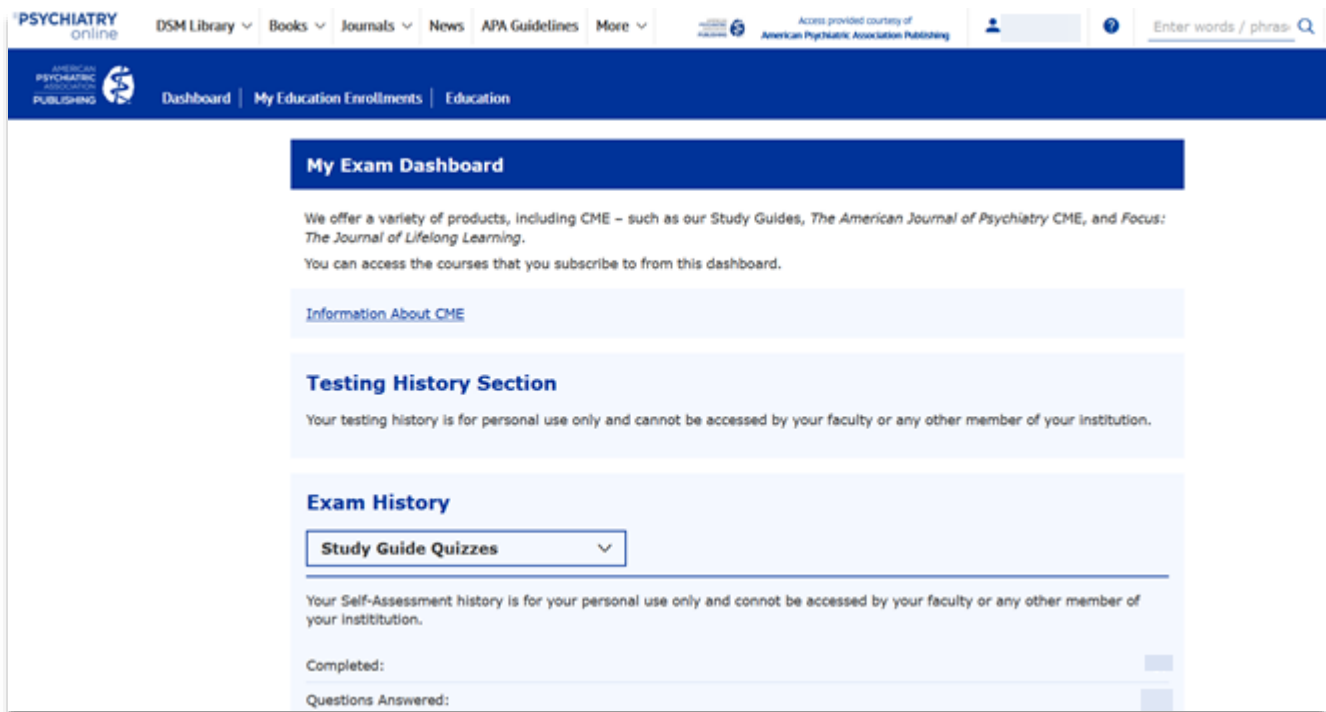
If you click on your name and select “Profile” from the drop-down menu, this will take you to your MyPOL account profile page.

For steps on pairing a device to your institution with your new MyPOL account, please see our Mobile Access Guide at <https://www.appi.org/Institutions>.

### Accessing the Study Exam Dashboard Homepage

**PLEASE NOTE: For institutional access, you will need to be authenticated to your institutional subscription and signed in to your MyPOL account in order to access.**

Once signed in on [PsychiatryOnline.org](https://psychiatryonline.org), visit the Exam Dashboard at <https://psychiatryonline.org/education/home>



### View Exam History

On the Exam Dashboard, you will see your testing history, including the number of tests completed, number of questions answered, and your overall percentage of questions answered correctly. If you have CME products in addition to Study Guide Exam access, you can select which product to view statistics for using the dropdown.

**Please note that this information is for your personal use only and cannot be viewed or accessed by any other user or any member of your institution.**

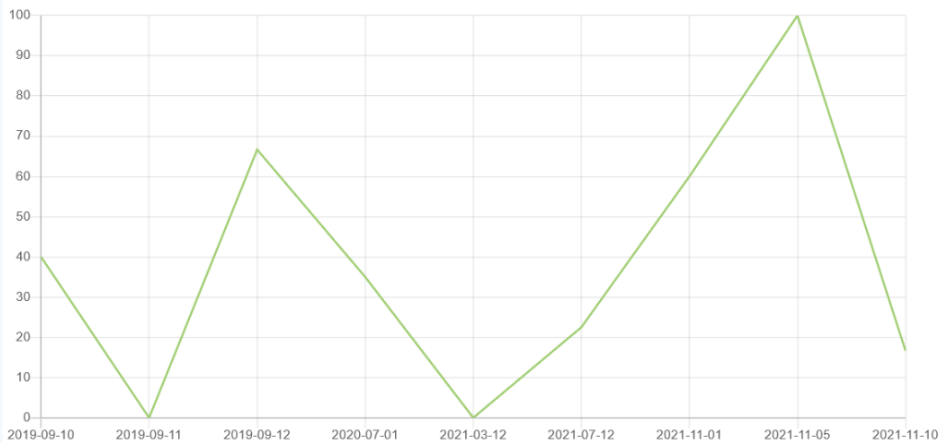
## Exam History

Study Guide Quizzes ▾

Your Self-Assessment history is for your personal use only and cannot be accessed by your faculty or any other member of your institution.

Completed: 17  
 Questions Answered: 76  
 Overall percentage correct: 32%

### Average Exam Score Tracked Over Time



### View Available Exams

You can view available exams under “Education Subscriptions” on the Exam Dashboard page, or by visiting “Access Entitlements” on your MyPOL profile page. Please note that if you have any individual CME courses, these will also be displayed. Each title will show start and end dates (if applicable), as well as if the course has been completed or passed.

## Education Subscriptions

Title	Start Date	End Date	Completed	Passed
AJP 2020 Anorexia	2020-01-01	2021-01-01	No	No
AJP 2020 Cannabis	2001-01-20	2021-01-31	No	No
Focus 2020 Self Assessment	2020-01-01	2023-01-31	No	No
FOCUS: Anxiety and Stress Related Disorders	2021-01-01	2022-01-01	Yes	No
Study Guide to Consultation-Liaison Psychiatry	-	-	Yes	-
Study Guide To Geriatric Psychiatry	-	-	Yes	-

## Viewing Past Exams

You can view past complete and incomplete Exams under the “My Exams List” section of the Exam Dashboard. You can filter the list by selecting the content series from the dropdown menu or checking the box on the top right to view only completed exams.

My Exams List						
Study Guide Quizzes				<input type="checkbox"/> Only Completed		
Title	Date	Grade (%)	Questions		Status	
Study Guide to Geriatric Psychiatry	2021-12-21		3 (3 unanswered)	<a href="#">Resume</a>	Incomplete	<a href="#">Delete</a>
Study Guide to Consultation-Liaison Psychiatry	2021-12-21	66%	3 (0 unanswered)	<a href="#">View detailed results</a>	Completed	
Study Guide to Consultation-Liaison Psychiatry	2021-12-21	20%	5 (0 unanswered)	<a href="#">View detailed results</a>	Completed	
Study Guide To Psychiatry, Sixth Edition	2021-11-10	12%	8 (0 unanswered)	<a href="#">View detailed results</a>	Completed	
Study Guide to Substance Abuse Treatment	2021-11-10	37%	8 (0 unanswered)	<a href="#">View detailed results</a>	Completed	

For each Exam, title and date created are listed, as well as a count of total questions and total unanswered questions. For completed Exams, Grade (or percentage correct) is displayed, and you can click “View detailed results” to view the Exam summary. Incomplete Exams have the option to Resume or Delete.

## Deleting Exam History

Users have the option to delete all Exam history with the “Clear your Self-Assessment History” section of the Exam Dashboard. **Please note that this action cannot be undone.**

### Clear Your Self-Assessment History

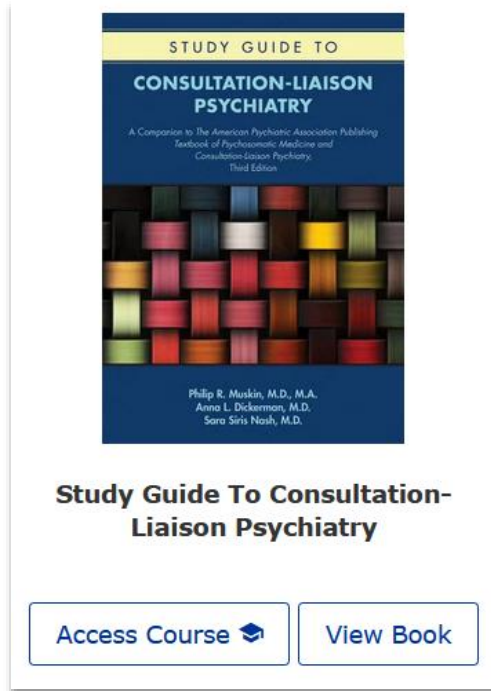
Clear your Self-Assessment history to retake Self-Assessment and gain a stronger understanding of your results, regardless of past scores.

**NOTE:** This action cannot be undone.

[Clear your Self-Assessment history](#)

## Creating an Exam

1. You can select a Study Guide title to create an Exam by clicking on the title on the “Access Entitlements” section of your personal MyPOL profile or via the “Education Subscriptions” section of the Exam Dashboard. You can also visit the Study Guide books homepage (<https://psychiatryonline.org/study-guides>) or the Education homepage (<https://psychiatryonline.org/education>) and start an Exam by selecting the “Access Course” button next to your title of interest.



2. After selecting a Study Guide title, choose the desired features for your Exam.

Available Exam Features:

- You can choose to see the correct answer for each question after you have submitted your answer or choose to see the correct answers on a summary page when you have finished the Exam.
- You can set the Exam to include only questions you have not answered/seen before, only questions you have previously got wrong, or have the Exam include questions of any type.
- You can set the Exam to pull questions from all book chapters or select specific chapters you would like the questions pulled from by selecting “Chapters that I choose”. If you select this option a list of all chapters by title will populate for you to select from. You can select a single chapter or multiple chapters.

**Study Guide to Consultation-Liaison Psychiatry**

**Take Exam**

Please indicate your preferences:

**Show me the correct answer:**

As soon as I submit my answer

On the summary page at the end of the exam

**I want the test to include:**

Questions that I have not answered or seen before (1736)

Questions that I previously got wrong (527)

Questions of any type (1801)

**I want to select:**

All Chapters

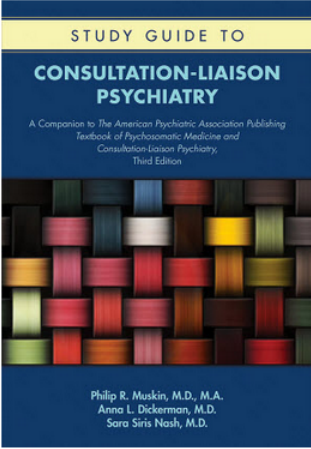
Chapters that I choose

**I want this many questions on my exam**  
(Enter number of questions you want)

**How many questions are available based on the choices made above?**

Calculate Now

Start Exam



**Help - Details**

**How to create an exam:**

**Show me the correct answer**

As soon as I submit my answer – the answer will appear at the bottom of the page after you have submitted your answer

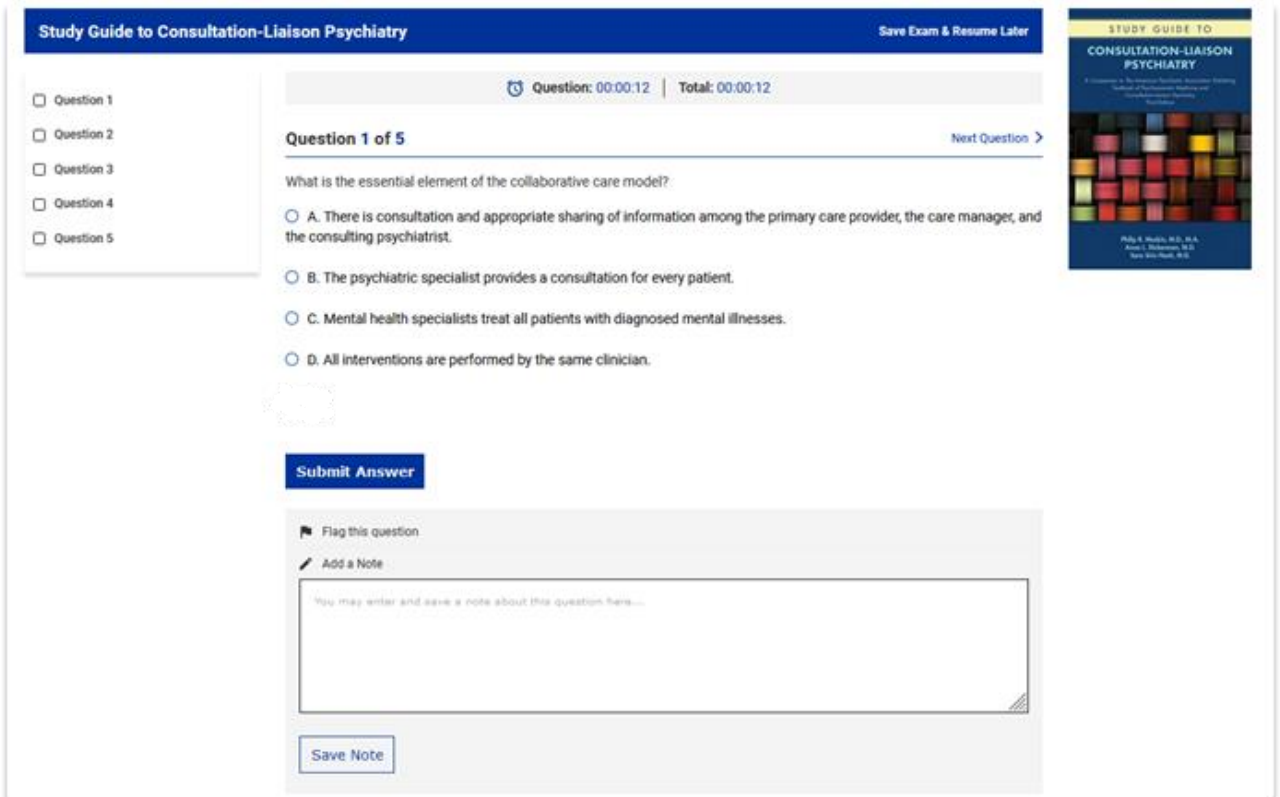
On the summary page at the end of the exam – all the answers will appear on the summary page after you have completed the exam

3. Enter the number of questions you want the Exam to include in the available text box. As you select Exam features, you can view the total number of questions available based on your choices by selecting the “Calculate Now” button.
4. Hit “Start Exam” to create an Exam with the features you have chosen.

### Taking an Exam

1. For each question, select the appropriate answer bubble. Hit “Submit Answer” to complete your answer.





You can also jump to another question by selecting a different question number from the list on the left side of the screen or selecting “Next Question” or “Previous Question” on the right side of the screen.



You can flag a question by selecting “Flag this question”. The Flag icon will now display for this question on the list of Exam questions on the lefthand side of the screen.




You may also enter a note by typing into the text box on the question page and hitting “Save Note”. The Note icon will now display for this question on the list of Exam questions on the lefthand side of the screen.

Question 4 

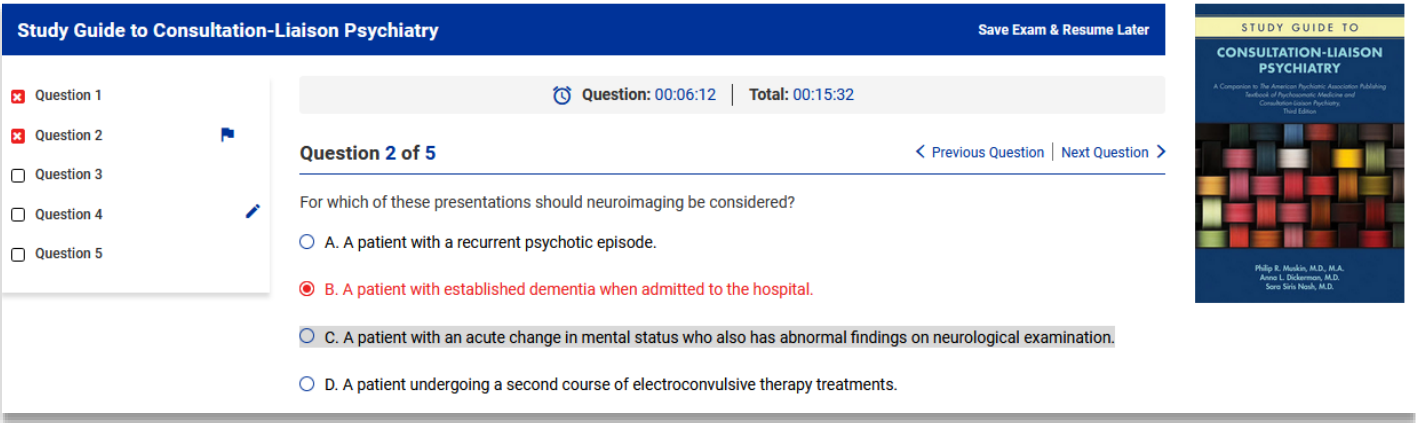
Both the Flag and Note icons can be clicked to redirect you back to that question’s page.

A timer for each question and for the entire Exam will display on each question page. Please note that this information is for your personal use only and there is no time limit for Exams.



 Question: 00:02:40 | Total: 00:11:59


At any time throughout the Exam you can save your progress and exit the Exam by selecting “Save Exam & Resume Later” on the top right. If this action is taken, you can resume the Exam by finding the Exam on the Exam Dashboard homepage under “My Exams List” section and selecting “Resume”.

- 2. If you have chosen to see the results after every question, after each question is submitted you will see the question page reload with information on the answer selected, the correct answer and the correct answer explanation, as well as text reference. If you have chosen to see the correct answers at the end of the Exam, you will see this in the Exam results summary.



**Study Guide to Consultation-Liaison Psychiatry** Save Exam & Resume Later

Question 1   
 Question 2   
 Question 3  
 Question 4  
 Question 5

 Question: 00:06:12 | Total: 00:15:32

**Question 2 of 5** < Previous Question | Next Question >

For which of these presentations should neuroimaging be considered?

- A. A patient with a recurrent psychotic episode.
- B. A patient with established dementia when admitted to the hospital.
- C. A patient with an acute change in mental status who also has abnormal findings on neurological examination.
- D. A patient undergoing a second course of electroconvulsive therapy treatments.

**STUDY GUIDE TO CONSULTATION-LIAISON PSYCHIATRY**  
A Companion to The American Psychiatric Association Publishing  
Textbook of Psychosomatic Medicine and  
Consultation-Liaison Psychiatry, 3rd Edition  
Philip R. Muskin, M.D., M.A.,  
Anne L. Dickerson, M.D.,  
Sara Soto Nash, M.D.

**INCORRECT. The answer is C. (You answered B)**

**Explanation:**

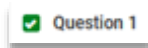
Dougherty and Rauch (2004) suggest that the following conditions and situations merit consideration of neuroimaging: new-onset psychosis (option A is incorrect), new-onset dementia (option B is incorrect), delirium of unknown cause prior to an initial course of electroconvulsive therapy (option D is incorrect), and an acute mental status change with an abnormal neurological examination in a patient with either a history of head trauma or an age of 50 years or older (option C is correct). Regardless of the modality, the consultant should read the radiologist's report because other physicians tend to dismiss all but acute focal findings and, as a result, misleadingly record the results of the study as normal in the chart. Psychiatrists recognize, however, that even small abnormalities (e.g., periventricular white matter changes) or chronic changes (e.g., cortical atrophy) have diagnostic and therapeutic implications.

(p. 14)

Dougherty DD, Rauch SL: Neuroimaging in psychiatry, in Massachusetts General Hospital Psychiatry Update and Board Preparation, 2nd Edition. Edited by Stern TA, Herman JB. New York, McGraw-Hill, 2004, pp 227–232

The screenshot shows a user interface for a question. At the top, there is a button labeled "Unflag this question" with a flag icon. Below it is a button labeled "Add a Note" with a pencil icon. Underneath is a large text input area with the placeholder text "You may enter and save a note about this question here...". At the bottom left of the input area is a button labeled "Save Note".

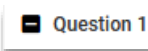
If you have chosen to see results after every question, the list of questions on the righthand side of the screen will update to red icons for incorrectly answered questions and green icons for questions answered correctly. Unanswered questions will display no color. If you have chosen not to see results for every question, all answered questions will display as black.



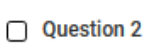
Example of Correctly Answered Question



Example of Incorrectly Answered Question



Example of Unscored Completed Question



Example of Incomplete Question

3. Once you have completed the last question of your Exam, select "Submit for Final Grading" at the top right. This takes you to your Exam summary.

The Exam summary shows your test Grade by percentage correct, and the breakdown count of questions answered correctly and incorrectly. Total time spent on the Exam is also listed.

Summary	
Grade (%)	66%
Correct Answers	2
Incorrect Answers	1
Time	7 minutes, 30 seconds

**Email My Detailed Results**

\* Separate multiple addresses with commas

**Send Email**

Each question is linked on the lefthand side of the screen, so you can return to the question page and see the correct answer and the answer explanation.

- If you would like to email your Exam results summary, enter the email address into the text box and hit “Send Email”. If you are sending to multiple email addresses, please separate each with a comma.

The email address you will receive your report from is [psychiatryonline@psych.org](mailto:psychiatryonline@psych.org). If you do not receive the email within 15 minutes, please check any SPAM or junk email folders to ensure the email has not been filed there. If the email is still not located, please contact [psychiatryonline@psych.org](mailto:psychiatryonline@psych.org) for assistance.

**Email My Detailed Results**

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\* Separate multiple addresses with commas

**Send Email**

5. To exit the completed Exam and return to the Exam Dashboard page, click “Dashboard” from the top right menu bar.

