

Quick Start Guide

First Things First: Visit olt.abp.org and use your ABP Portfolio username and password to log in. What's "olt?" It's "Online Tracking."

Tip 1: Update your info and assign privileges to your program coordinator by using the Modify button.

Tip 2: Add trainees and manage your roster through the Resident Roster (see page 2).

Tip 3: Communicate directly and securely with the ABP about your program. You can see all your portal communications here.

The screenshot displays the ABP Program Portal interface. It is divided into several sections:


- General Pediatrics Training Program:** Shows program details (123 Main Street, Paris, Texas 00005-5555, Email: olttest@abpeds.org) and a 'Modify' button. An arrow points to this button from Tip 1.
- Your Current Residents:** Displays '68 Residents' and a pie chart. A list of residents is shown: 2 R-1, 83 R-2, 76 R-3, and 7 R-4. A 'RESIDENT ROSTER' link with an arrow is at the bottom. An arrow points to this link from Tip 2.
- Recent Score Reports:** Features '2018 Reports' with icons for 'Certifying Exam Results' and 'In-Training Exam Results', a '2017 Reports' button, and an 'ALL REPORTS' link. An arrow points to this link from Tip 4.
- 2019 In-Training Examination:** Shows '0 Exams Ordered', a '7 Days Left to Order' banner, and buttons for 'Order Exams', 'Update Proctor', and 'View Order History'. An 'ITE EXAM INFORMATION' link with an arrow is at the bottom. An arrow points to this link from Tip 5.
- ABP Communications:** Includes 'Messages', 'Alerts', and 'Events' icons. Below is a 'Trainee Operations' section with links: 'Add a New Trainee', 'Remove / Discontinue Trainee', 'Evaluate a Trainee', 'View Trainee Profile', 'Leave of Absence', and a 'Documents and Resources' section with links: 'Score Reports', 'Tracking Forms', and 'Help and Policies'. An arrow points to the 'Messages' icon from Tip 3.

Tip 4: Access and download current and past score reports.

Tip 5: Order In-Training Exams, maintain your proctor list, and view your order history.

Clearing Your Roster

First Things First: Click on Resident Roster and choose any trainee flagged with an exclamation mark next to their name.

	Speck, Stephany	R-1	07/01/2019	06/30/2020	Categorical Pediatrics
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Tip 1: Carefully review both the Biographic Info and the Training Details for each flagged trainee.


Tip 2: Can't edit your trainee's Training Details or do you have questions about this trainee? You can send us emails about this specific trainee by using this Communications tab. Any general questions about your program overall should be sent from your dashboard (see page 1).

Resident Roster [Back to Dashboard](#)

[Back to Roster](#)

Speck, Stephany ABPID#:1040180

[Biographic Info](#) [Training Details](#) [Communications](#)

 Please review the Biographic Information for the trainee below and then attest to having reviewed it by clicking the "Reviewed, Data Correct" button. If any information is incorrect, please use the controls below to edit it.

First Name Stephany	Middle Name 	Last Name Speck
Suffix 	Maiden Name 	
AMG/IMG American Medical Graduate	National Provider Identifier 	
Gender Female	Birth Date 11/14/1993	Government ID Type Social Security Number (USA)
		SSN / SIN 4579 <small>(last four digits)</small>

[Edit](#)

[Reviewed, Data Correct](#)

Tip 3: Once you review and confirm a trainee's Biographic Info and Training Details are correct, the flag (red exclamation mark) will then disappear from the Resident Roster.