

Manage Review Participants

GMC C&M MODULE QUICK REFERENCE CARD

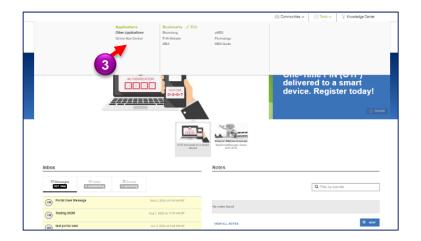
This Quick Reference Card provides an overview of the steps and instructions to manage review participants as a Review Liaison.

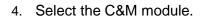
NAVIGATING TO GMC C&M

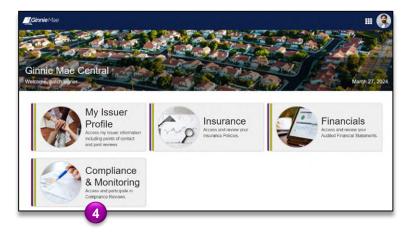
- 1. Navigate to MyGinnieMae (https://my.ginniemae.gov).
- 2. Login with your credentials.

Ginnie Mae Our Guaranty Matters MyGinnie Mae	
Government Security Disclosure	Initial Authentication
You are accessing a U.S. Government information system, which includes (1) this computer, (2) this computer network, (a) all computers connected to this hervork, and (a) all devices and attracting media databached to this network or to a computer on this network. This information system is provided for U.S. Government-Journov and the network or a large strain and the system way result in disciplinary action, as well as civil and domination performs and and a contrast of the performance of the system may result in disciplinary action, as well as civil and dominal penalties. By using this information system, you understand and consent to the following: 1. You have no reasonable expectation of privacy regarding any communications or data transiting or stored on this information system. At any communications or data transiting or stored on this information system may test on this information system. The approximation of a data transiting or stored on this information system may be disclosed or used for any law/use powermment purpose.	Please provide your username and password. Username Password LOGIN Forgot Password?

 Select Ginnie Mae Central under the Applications section on the My Tools dropdown.









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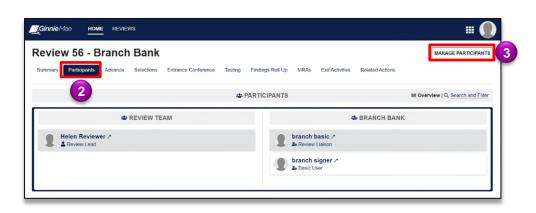
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ADD REVIEW PARTICIPANTS

1. Select the **Review** Banner or the Review ID link to access the Review Record.

SCHEDULED START DATE 4/9/2024	Q SCOPE TYPE Tior 1		TEST MONTH April 2024			LOCATION Remote				
									Fin	
TASK 191	0	C <u>m My Company Reviews</u> Reviews on my company as a Document Custodian								
MY ACTIONS		ID Review Type	Scope Type	Review Status	Start Date	Test Month	Review Lead	Review Liaison	Locatio	
	Π	56 Compliance	Tier 1	In Review	4/9/2024	April 2024	Helon Reviewer /	branch basic /		
View Company Profile View and manage your company profile		41 Compliance	Tier 1	Closed	2/23/2024	February 2024	Helen Reviewer #	branch signer >		
(Manage Company Users	- 11	+ Show Columns								
to manage Company Users										

- 2. On the Review Record, select the **Participants** tab.
- 3. Select Manage Participants.



- 4. Select **Add Participant** to search for a member of your organization to add to the Review.
- 5. Select the **Remove Participant** symbol to remove a participant from the Review.
- 6. Once complete, select **Update Participant.**

