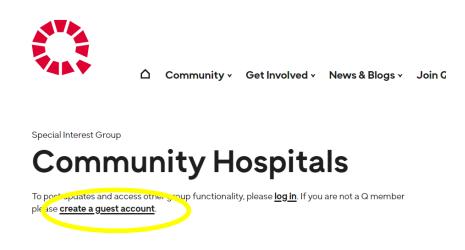
#### **Q Special Interest Group**



1. Please go to our CHA Special Interest Group page here



#### 2. Click <u>'create a guest account'</u>

To create your account, you will be asked to enter your name and email address. You will also be asked to choose a new password. Please also add information about your job title and organisation, and a short biography if you wish.

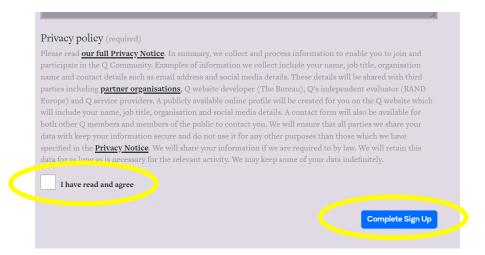
### Create a guest account

To create a guest account on the Q community website please complete the fields below. As a guest, you will be able to join Q a selection of our online groups - to read, ask questions, share experiences.

In order to access full member benefits, including member only events and all our online special interest groups, you need to <u>apply to join the Q community</u>.

First Name (required)	
Last Name (required)	
Email Address (required)	
Choose a Password (required)	
Strong	
Confirm Password (required)	
Job title (required)	
Organisation (required)	

- 3. Once entered please tick the 'I have read and agree' box regarding Q's Privacy Policy.
- 4. Click 'Complete Sign Up'.



5. You will then be asked to 'activate your account via email'.



△ Community - Get Involved - News & Blogs - Join Q Q

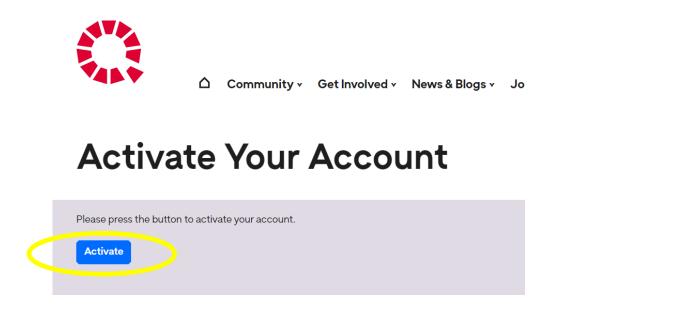
# Create a guest account

You have successfully created your account! To begin using this site you will need to activate your account via the email we have just sent to your address.

6. Please go to the email account you registered with. You will have received an email from Q Community as below. If you have NOT received the email, it's possible it has found its way into your SPAM folder. Please check your SPAM emails for an email as below. Once located, please click on the link.



7. The link will take you to the Q Community website. You will be asked to 'activate' your account.



8. Once activated, click 'log in'.



## **Account Activated**

Your account is now active!
Your account was activated successfully! You can now log in with the email and password you provided when you signed up.

**9.** This takes you to the log in page. Enter your email and password. Tick the 'remember me' box to stay signed in.

Username or e-mail address eleanor@communityhos Password
C Remember Me Log In
Lost your password? Go to Q Community English (UK) Change

- 10. Congratulations on joining the Community Hospitals Special Interest Group!
- **11.** If you would like any direct support to join our SIG do get in touch with Eleanor, CHA Administrator who would be happy to arrange a Zoom call to talk through the steps.



Eleanor Murphy, CHA Administrator eleanor@communityhospitals.net www.communityhospitals.org.uk

