ESR e-Learning Remote Access – Request Internet Access

Note: You must Request Remote Access within the NHS network to enable e-Learning on Non-NHS computer

1. **Log In to ESR within the NHS network** (using your smartcard *if you have one* otherwise with your ESR username and password)

2. Select **825 e-Learning User**

3. Click **Request Internet Access** *(this only needs to be done once but can be revisited if you forget your username or need to reset your password)*

4. Enter a new **Username and Password** of your choice (the username has to be **unique** *e.g. 825JBLOGS-R (suggest adding -R at the end of username).* The password must be a combination of alpha numeric characters of 8 or more characters; no repeat numbers or letters; it can be the same password as you log into ESR).

5. Click Submit

6. Remote Access will be **approved automatically** and you will receive a notification as confirmation; you can log out

7. To **access from non NHS computer** please go to web address (or use Google to search for "*NHS ESR Support*") http://www.esrsupport.co.uk/nlms/pccheck.html use **PC Check** tab to ensure your computer software is ALL compatible (green) and then **Log In** tab http://www.esrsupport.co.uk/nlms/login.html to **Login using Remote Access** enter your Remote Access username and password that you set up in Step 4.

Important Note: Ensure that all **PC Check** items show Green before undertaking any e-Learning. You must use Microsoft Internet Explorer 7 (**IE7**) as your internet browser (ESR will not update your ESR record correctly if using Google Chrome or Mozilla Firefox; if you are using IE8 or above, you must set up *Compatibility View for all websites* whilst accessing your e-Learning).