

How-To Login & Register (For INMO Members)

1. Login Process:

If you are already a member of **INMO** and are registered to use www.nurse2nurse.ie, u can access www.inmo.ie website using the same login information.

Step 1: Go to the **INMO** website i.e. www.inmo.ie

Step 2: On the **INMO Home** page, click the **Log On** button (*Figure 1.1, Label 1*) made available at the top right corner of the screen.



Figure 1.1: INMO Home

You would be taken to the **Log On** screen (*Figure 1.2*).

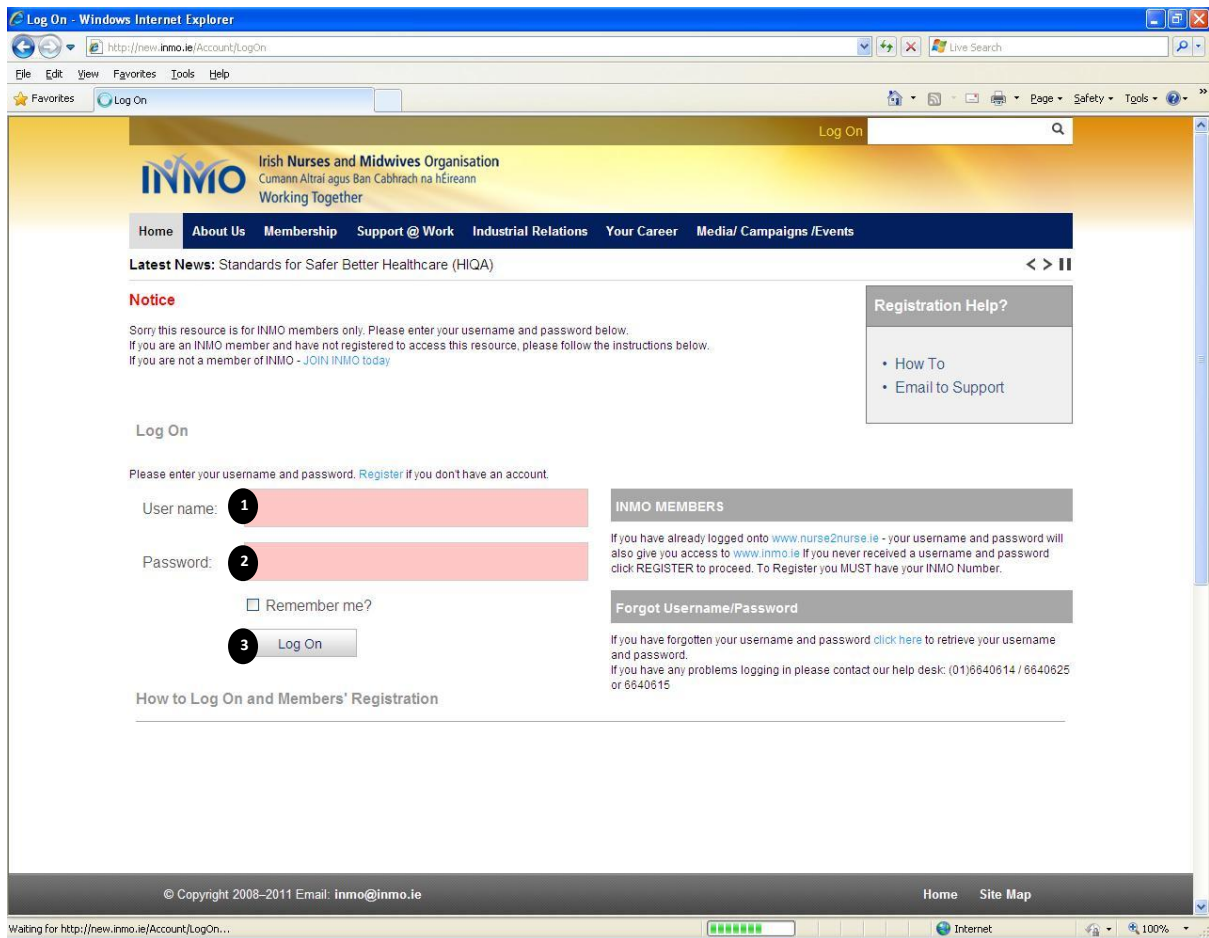


Figure 1.2: Log On Screen

Step 3: Enter your **Username** (Figure 1.2, Label 1) and **Password** (Figure 1.2, Label 2) in their respective fields. Now click the **Log On** button (Figure 1.2, Label 3) to login to the **INMO** website.

2. Registration Process:

In order to access **Members Only** sections of **INMO** website, Registration is mandatory.

Step 1: Go to the **INMO** website i.e. www.inmo.ie

Step 2: On the **INMO Home** page, click the **Log On** button made available at the top right corner of the screen (*Figure 2.1, Label 1*).

The screenshot shows the INMO website home page. At the top right, there is a 'Log On' button with a circled '1' next to it. The main content area includes a navigation menu, a 'Latest News' section with a link to 'To Book a Course in our Professional Development Centre', a 'Retirement Workshops' section with a graphic asking 'Should You Stay? or Go?' and a 'Featured Videos' section. A 'Breaking News' section on the right lists several headlines, including 'Statement from INMO', 'Midwives Conference', 'ED Overcrowding In UHG', 'Dangerous Environment', and '375 patients on trolleys'. The footer contains copyright information for 2008-2011 and email contact details.

Figure 2.1: INMO Home

You would be taken to the **Log On** screen (Figure 2.2).

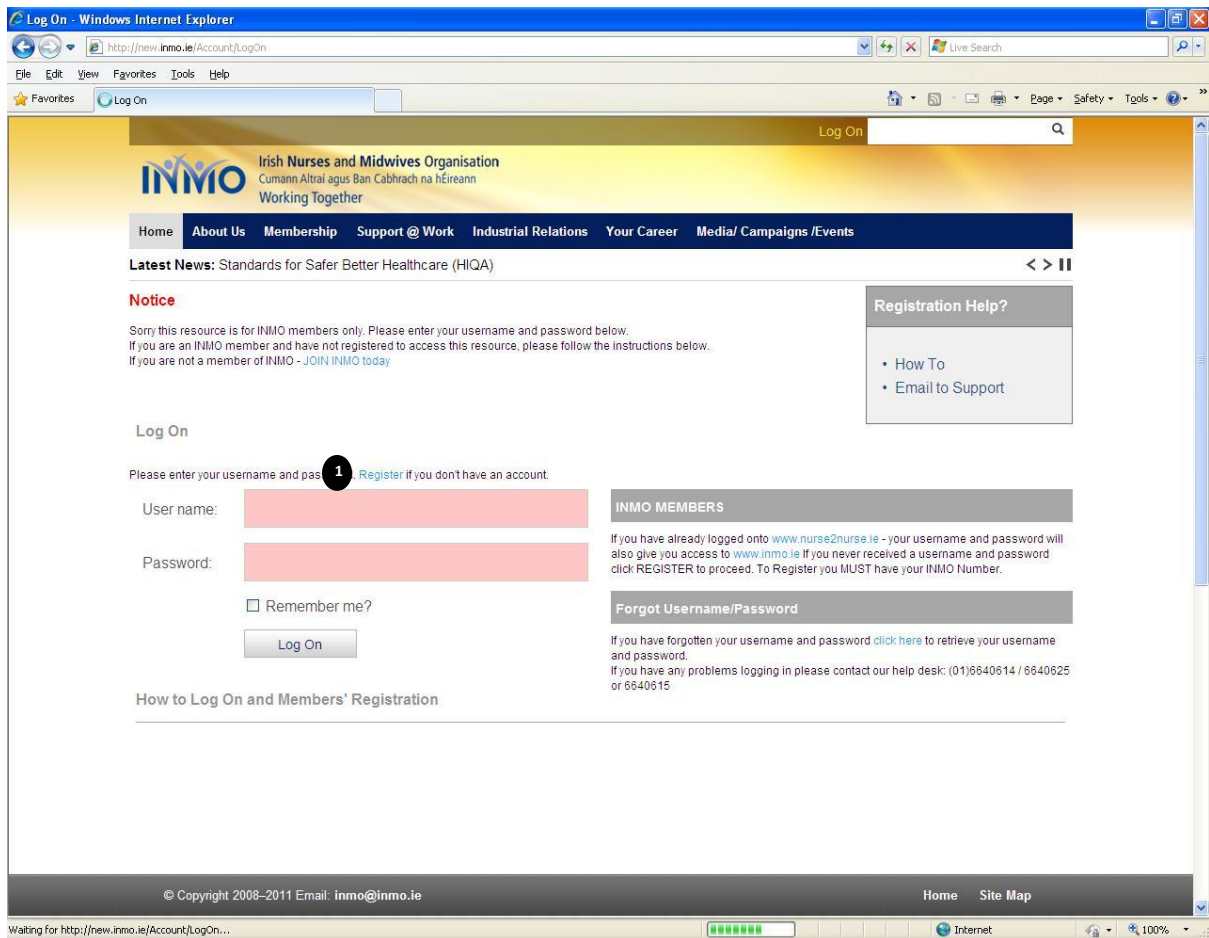


Figure 2.2: Log On Screen

Step 3: In order to register, select the **Register** link (Figure 2.2, Label 1). You would be redirected to **Activate Membership** screen (Figure 2.3).

Note: To register, you **MUST** have your **INMO** Number.

Step 4: Enter your **INMO Number** in the respective field (Figure 2.3, Label 1). Next enter the name that you used at the time of joining **INMO** in the **Full Name** field (Figure 2.3, Label 2).

Now click the **Next** button (Figure 2.3, Label 3).

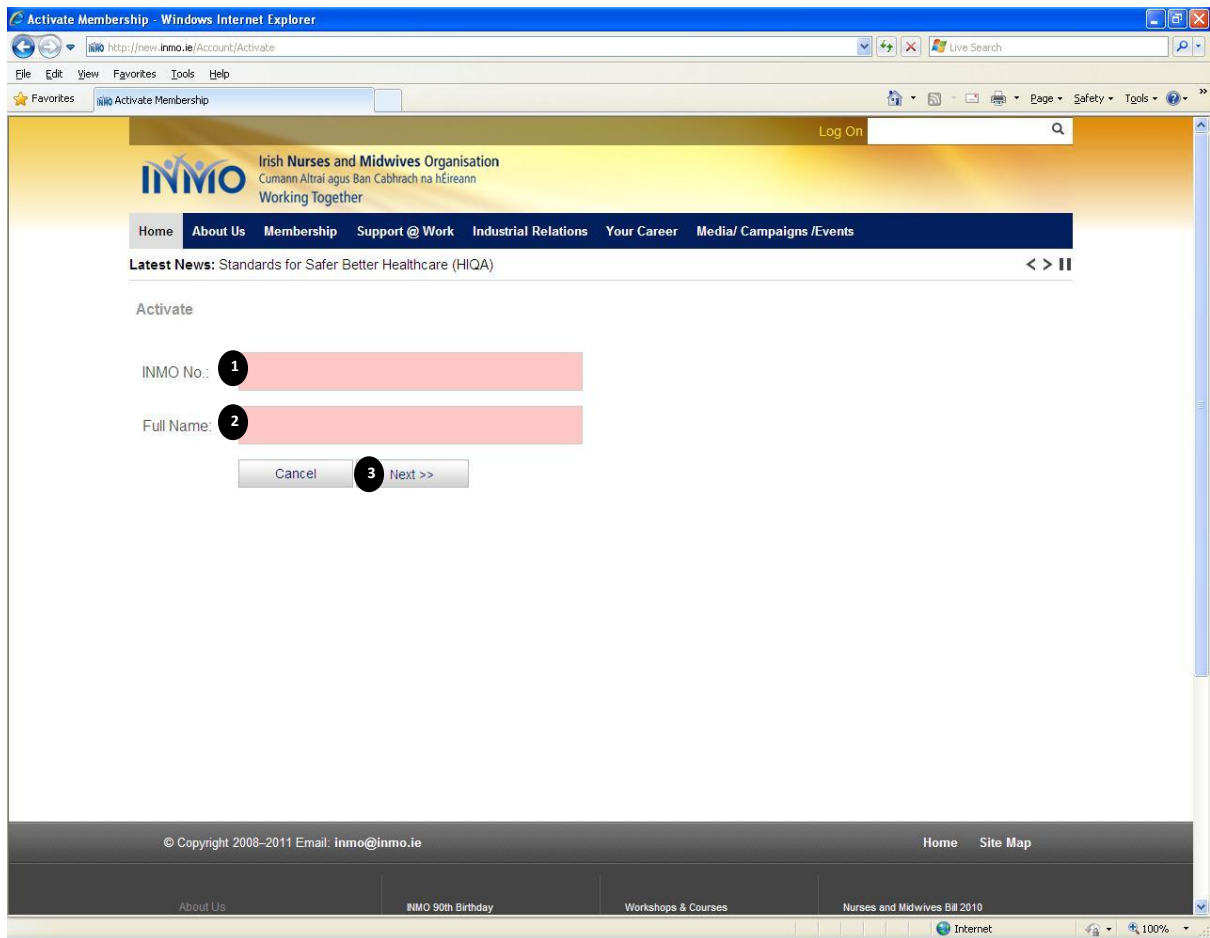


Figure 2.3: Activate Membership Screen

Step 5: In the next step of the registration process, enter your chosen **Username** in the designated field (*Figure 2.4, Label 1*). Next enter your **Correspondence Email** address in the respective field (*Figure 2.4, Label 2*).

Now select your password and enter it in the **Password** field (*Figure 2.4, Label 3*). Re-enter the password to ensure consistency in the **Confirm Password** field (*Figure 2.4, Label 4*).

Now click the **Next** button to complete the registration process (*Figure 2.4, Label 5*).

The screenshot shows a web browser window titled "INMO Live - Register - Windows Internet Explorer". The address bar shows "http://192.168.0.35/INMO2011/Account/Activate". The page header includes the INMO logo and the text "Irish Nurses and Midwives Organisation", "Cumann Altraí agus Ban Cabhrach na hÉireann", and "Working Together". A navigation menu contains links for Home, About Us, Membership, Industrial Relations, Support @ Work, Your Career, and Media / Campaigns / Events. Below the menu, there is a "Latest News" section with the headline "Operating Department Nurses Section Annual Conference - 2nd April 2011 - Book Your Place Today!". The main content area is titled "Create a New Account" and contains the following text: "Use the form below to create a new account. Passwords are required to be a minimum of characters in length." The form fields are: Name (Ms. Spencer Payton), Member No. (D01167), Correspondence Address (47 BOROIMHE ASPEN SWORDS CO. DUBLIN IRELAND), User name (labeled 1), Correspondence Email (labeled 2), Password (labeled 3), and Confirm password (labeled 4). At the bottom of the form are "Cancel" and "Next >>" buttons, with the "Next >>" button labeled 5. The footer contains copyright information "© Copyright 2008-2011 Email: inmo@inmo.ie" and links for Home and Site Map. A secondary footer contains links for About Us, Whitworth & Services, Your Career, and Trolley Watch.

Figure 2.4: New Account Creation Screen

Note: Once the registration process is complete, you can login to the website using the process explained earlier.

3. Help Desk:

If you are facing any problems logging in or need to know more about our registration process, please feel free to call or email our helpdesk on the contact details given below:

Telephone: (01)6640614 – 5, 6640625

Email: inmo@inmo.ie

If you are not a member of INMO and would like to join us, please contact our Membership Department at the following contact information:

Telephone: (01) 6640600

Email: membership@inmo.ie