

Accessing Totara to complete eLearning Modules for Schools

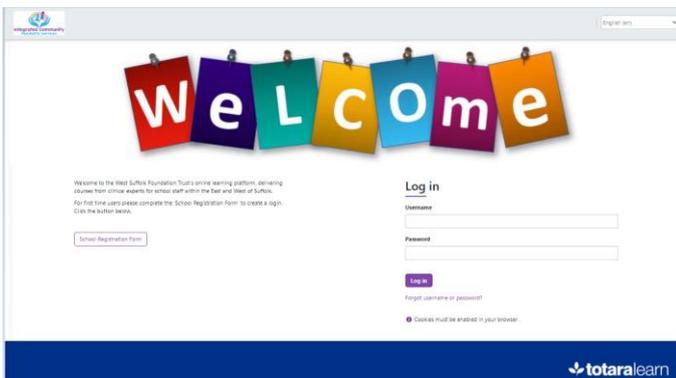
A course is available to you on the West Suffolk Hospital's online Learning Management System, called Totara. Here you will find eLearning, videos, and learning material written by clinicians for your viewing. To view the course, you will need to register.

How to register for Totara

- Click on this link [Totara Log in](https://mylearningapp.wsh.nhs.uk/login/index.php?tenanttheme=school) (https://mylearningapp.wsh.nhs.uk/login/index.php?tenanttheme=school)
- Click on the [School Registration Form](#) button and complete the form. Please note that you cannot register with a personal account, you need to use your work email address with your school identifier.
- Once you have registered and your request has been approved, then an account will be created for you. You will receive an email asking you to confirm your email address. You will then receive your new login details via email.

Logging In

- Once your account has been approved. You can enter your Username and Password.



Finding your elearning

- From the **Home** page, click on the **Your Learning** link at the very top.
- Depending on which eLearning/s, seminars etc you have been given access to, a tile/s will be visible to you.



- Click on the **tile** to enrol onto the eLearning module etc you've been given access to.