

Use of the UK NEQAS ICC & ISH On-Line EQA Data Entry Facility

- You must be subscribed to UK NEQAS ICC & ISH to access the web data entry system
- Please contact info@ukneqasiccish.org or tel +44 (0) 207 4157065
- Once a new assessment distribution (Run) has been generated an email notification will be sent to all actively registered participants.
- The website for data entry is - <http://www.ukneqasicc.org.uk>

System requirements:

- To view the website we recommend the use of Microsoft Internet Explorer version 5 / Netscape version 6 or above
- The viewing of reports will require the use of Adobe Acrobat Reader version 4 or above.

Logging On

- Upon opening <http://www.ukneqasicc.org> you will be required to click on the 'Participant log in button' and enter your log in details
- Once you have registered with the scheme your login details will be emailed to the contact person/s email that has been provided, which consists of:
 - **Lab Number/Login Name:** All registered users will be provided with a unique participant code
 - **Identity:** This will be provided upon subscription
 - **Password:** This will be provided upon subscription

The generation of identities and passwords is carried for the registered user only (lab manager, head of department etc). Logins, if required can also be assigned on an individual basis and should be requested by the main registered user and via email using the email address that is registered on our system.

Please notify us of any change of details

Do not disclose your login details to any non-staff members.

Forgotten your Login Details:

- Please click on the 'Email reminder' link on www.ukneqasicc.org

END