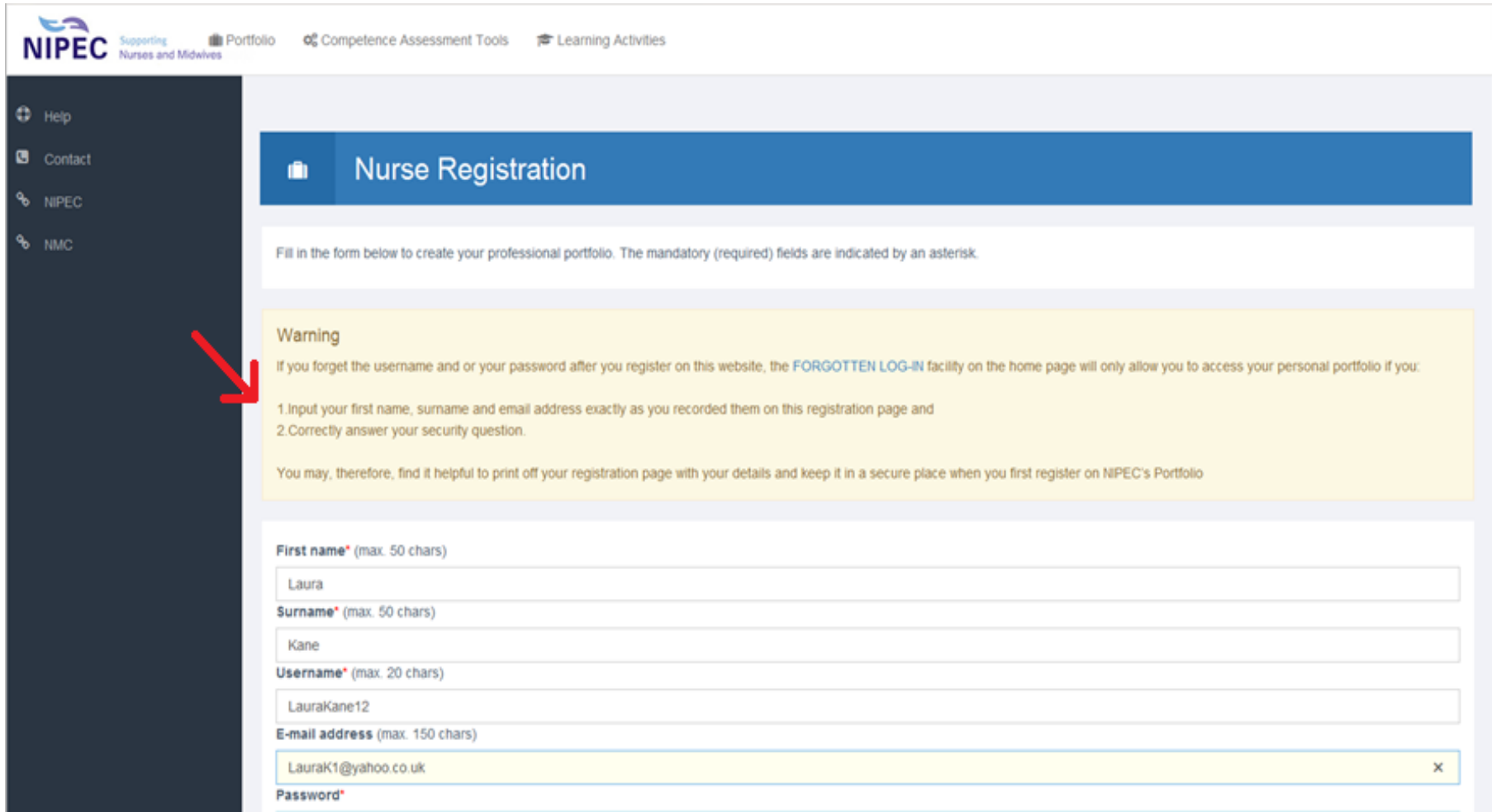


To create a nurse account click on **Create a Nurse Account**

The screenshot shows the NIPEC Online Portfolio website. On the left is a dark sidebar with a 'Log in' section containing fields for 'Username' and 'Password', a green 'Log in' button, and an orange 'Forgotten log in?' button. Below this is a small text block: 'Already Registered on nipe.off.org? Enter your username and password above.' The main content area has a teal header with a home icon and the text 'Welcome to the NIPEC Online Portfolio'. Below the header is a carousel of three images of healthcare professionals. To the right of the carousel is a teal box with a white information icon and a text box explaining the portfolio's purpose: 'NIPEC's online portfolio is designed to help YOU as a Nurse, Midwife or Specialist Community Public Health Nurse, in Northern Ireland, keep a record of YOUR practice, reflections and learning and development activities and for midwives to record their annual midwifery supervision review. It will help you meet the Nursing and Midwifery Councils (NMC) requirements for revalidation.' Below the carousel are three main content blocks: 'Nurse' with an image of a nurse writing, 'Midwife' with an image of a woman kissing a baby, and 'Pre-registration Nursing or Midwifery Student' with an image of a student reading. Each block has a blue button at the bottom: 'Create a Nurse Account' (circled in red), 'Create a Midwife Account', and 'Create a Student Account'. The footer contains the NIPEC logo and copyright notice, 'Useful Links' (Help, Contact, NIPEC), and 'Useful Information' (Disclaimer, Privacy, Site Map).

Enter your details as requested in the Nurse Registration form. You will be required to enter your username and password each time you log in to the portfolio.



NIPEC Supporting Nurses and Midwives Portfolio Competence Assessment Tools Learning Activities

Nurse Registration

Fill in the form below to create your professional portfolio. The mandatory (required) fields are indicated by an asterisk.

Warning

If you forget the username and or your password after you register on this website, the [FORGOTTEN LOG-IN](#) facility on the home page will only allow you to access your personal portfolio if you:

1. Input your first name, surname and email address exactly as you recorded them on this registration page and
2. Correctly answer your security question.

You may, therefore, find it helpful to print off your registration page with your details and keep it in a secure place when you first register on NIPEC's Portfolio

First name* (max. 50 chars)
Laura

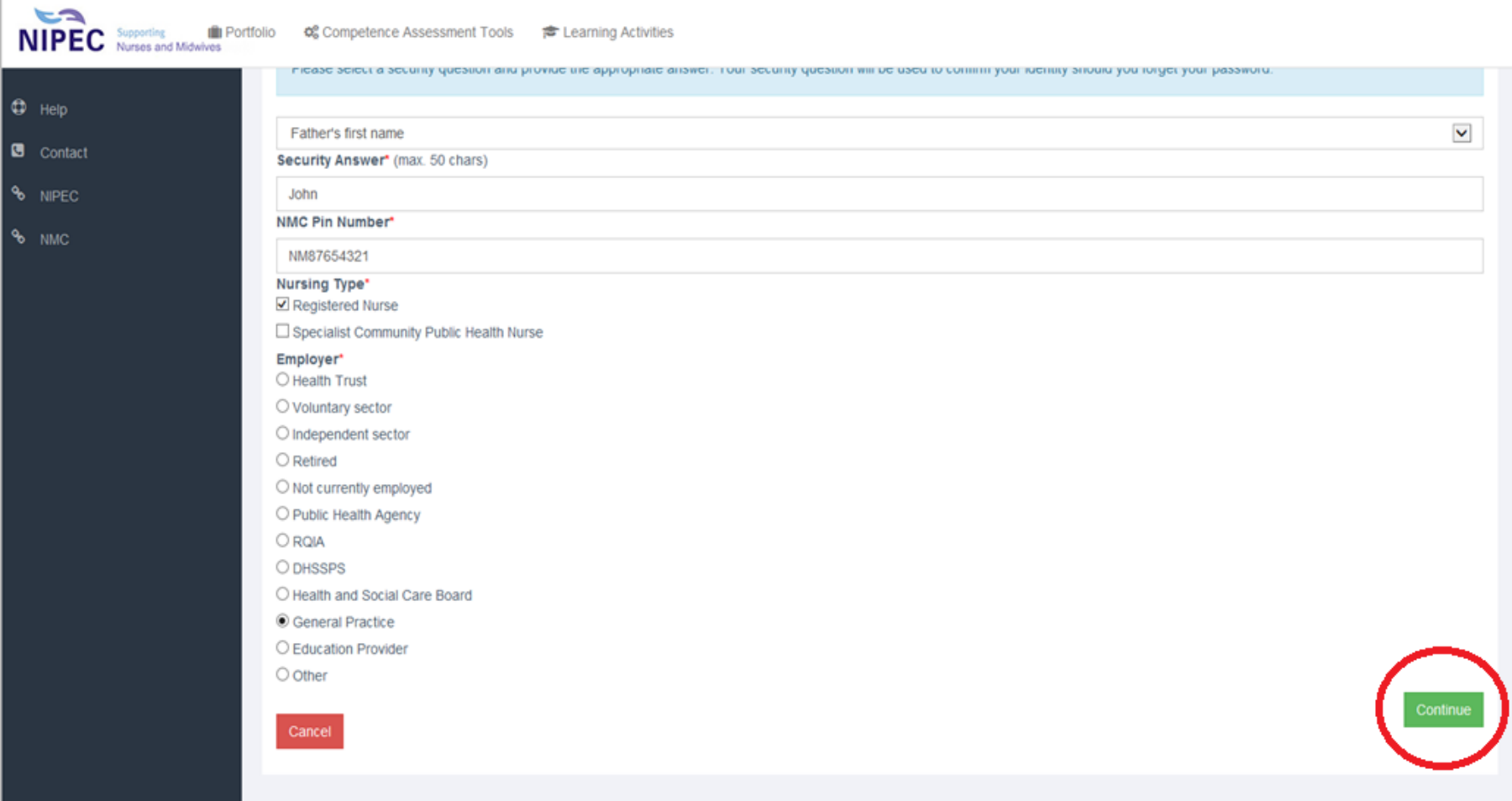
Surname* (max. 50 chars)
Kane

Username* (max. 20 chars)
LauraKane12

E-mail address (max. 150 chars)
LauraK1@yahoo.co.uk

Password*

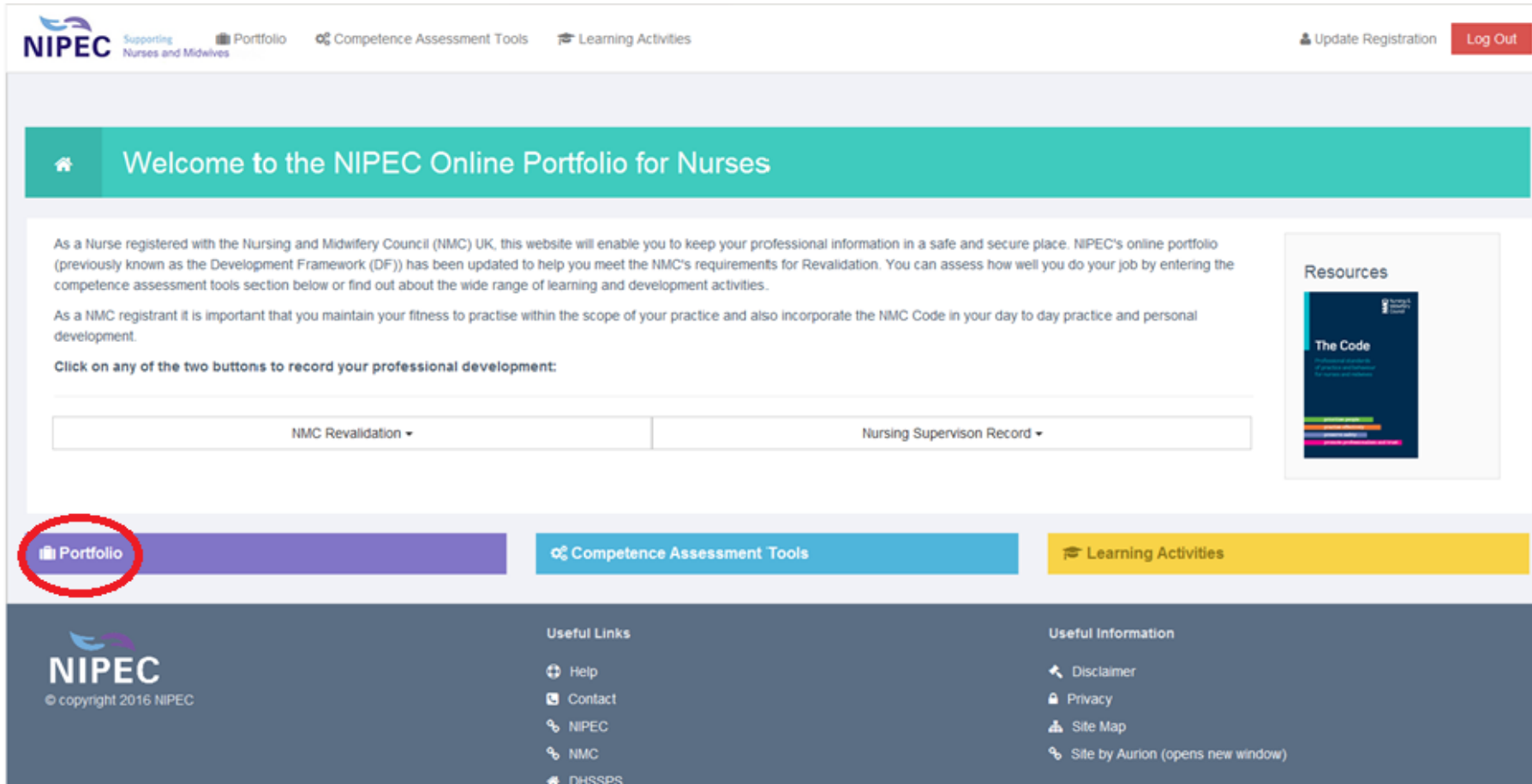
Once all your details have been correctly entered click on 



The screenshot shows the NIPEC registration interface. On the left is a dark sidebar with navigation links: Help, Contact, NIPEC, and NMC. The top navigation bar includes the NIPEC logo and links for Portfolio, Competence Assessment Tools, and Learning Activities. The main content area is a registration form with the following fields and options:

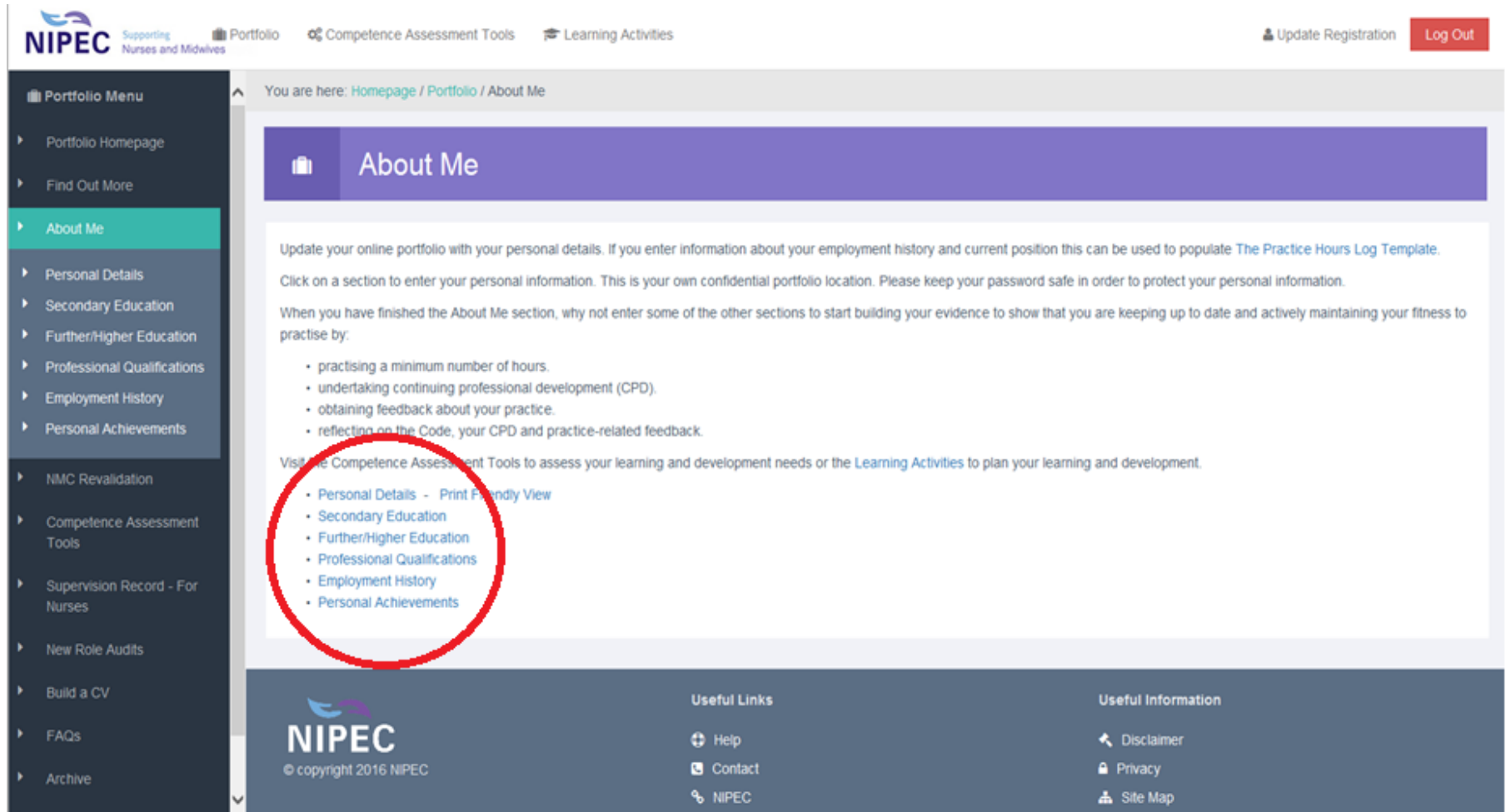
- A light blue header bar with the text: "Please select a security question and provide the appropriate answer. Your security question will be used to confirm your identity should you forget your password."
- A dropdown menu for "Father's first name" with a downward arrow icon.
- A text input field for "Security Answer* (max. 50 chars)" containing the text "John".
- A text input field for "NMC Pin Number*" containing the text "NM87654321".
- A "Nursing Type*" section with radio buttons:
 - Registered Nurse
 - Specialist Community Public Health Nurse
- An "Employer*" section with radio buttons:
 - Health Trust
 - Voluntary sector
 - Independent sector
 - Retired
 - Not currently employed
 - Public Health Agency
 - RQIA
 - DHSSPS
 - Health and Social Care Board
 - General Practice
 - Education Provider
 - Other
- A red "Cancel" button at the bottom left.
- A green "Continue" button at the bottom right, which is circled in red in the image.

Click on **Portfolio** to enter your personal portfolio to add information about your employment history which will be used for your practice hours log.



The screenshot shows the NIPEC Online Portfolio for Nurses website. At the top left is the NIPEC logo and navigation links for Portfolio, Competence Assessment Tools, and Learning Activities. On the top right are links for Update Registration and Log Out. A teal banner reads "Welcome to the NIPEC Online Portfolio for Nurses". Below this, a text block explains the site's purpose for NMC registrants and provides instructions on how to record professional development. Two buttons, "NMC Revalidation" and "Nursing Supervision Record", are visible. A "Resources" section on the right features a book cover titled "The Code". A purple navigation bar at the bottom contains the "Portfolio" link, which is circled in red. The footer includes the NIPEC logo, copyright information, and sections for Useful Links (Help, Contact, NIPEC, NMC, DHSSPS) and Useful Information (Disclaimer, Privacy, Site Map, Site by Aurion).

This will take you to the 'About Me' section where you can start completing your personal details – We recommend entering your personal details and employment history first.



NIPEC Supporting Nurses and Midwives

Portfolio Competence Assessment Tools Learning Activities

Update Registration Log Out

You are here: [Homepage](#) / [Portfolio](#) / [About Me](#)

About Me

Update your online portfolio with your personal details. If you enter information about your employment history and current position this can be used to populate [The Practice Hours Log Template](#).

Click on a section to enter your personal information. This is your own confidential portfolio location. Please keep your password safe in order to protect your personal information.

When you have finished the About Me section, why not enter some of the other sections to start building your evidence to show that you are keeping up to date and actively maintaining your fitness to practise by:

- practising a minimum number of hours.
- undertaking continuing professional development (CPD).
- obtaining feedback about your practice.
- reflecting on the Code, your CPD and practice-related feedback.

Visit the [Competence Assessment Tools](#) to assess your learning and development needs or the [Learning Activities](#) to plan your learning and development.

- [Personal Details - Print Friendly View](#)
- [Secondary Education](#)
- [Further/Higher Education](#)
- [Professional Qualifications](#)
- [Employment History](#)
- [Personal Achievements](#)

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Useful Links

- [Help](#)
- [Contact](#)
- [NIPEC](#)

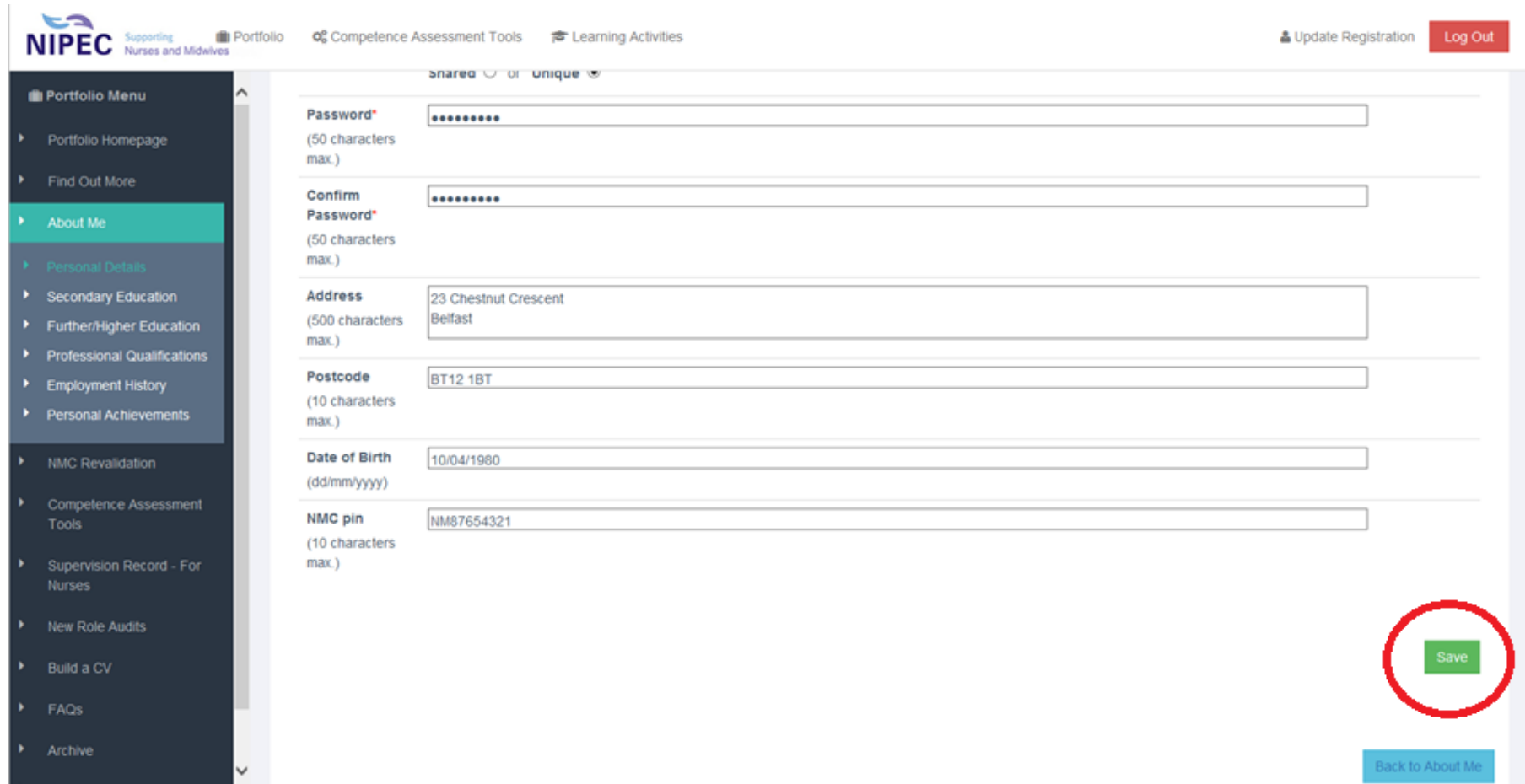
Useful Information

- [Disclaimer](#)
- [Privacy](#)
- [Site Map](#)

Fill in each section with your information (some of the details you enter here; such as your employment history will be used when you create a revalidation period).

The screenshot shows the NIPEC website interface. The top navigation bar includes the NIPEC logo, 'Supporting Nurses and Midwives', and links for 'Portfolio', 'Competence Assessment Tools', and 'Learning Activities'. On the right, there are 'Update Registration' and 'Log Out' buttons. A dark sidebar on the left contains a 'Portfolio Menu' with items like 'Portfolio Homepage', 'Find Out More', 'About Me', 'Personal Details', 'Secondary Education', 'Further/Higher Education', 'Professional Qualifications', 'Employment History', 'Personal Achievements', 'NMC Registration', 'Competence Assessment Tools', 'Supervision Record - For Nurses', 'New Role Audits', 'Build a CV', 'FAQs', and 'Archive'. The 'Personal Details' item is circled in red. The main content area is titled 'Personal Details' and includes a 'Back to About Me' button. Below the title, there is a text box for instructions: 'Enter your personal details in the boxes provided below. If there are changes to your personal details you can update them. Fill in the required fields below and click **Save** when you are finished. All fields marked with a red asterisk* are mandatory.' The form fields are: 'Forename*' (50 characters max.) with 'Laura' entered; 'Surname*' (50 characters max.) with 'Kane' entered; 'E-mail address' (150 characters max.) with 'LauraK1@yahoo.co.uk' entered and a note about shared vs. unique addresses; 'Password*' (50 characters max.) with masked characters; and 'Confirm Password*' with masked characters.

Ensure that you click on **Save** at the bottom of the screen after you fill in each section to ensure you do not lose the information you have entered.



The screenshot shows the NIPEC user interface. At the top left is the NIPEC logo and navigation links for Portfolio, Competence Assessment Tools, and Learning Activities. At the top right are 'Update Registration' and 'Log Out' buttons. A dark sidebar on the left contains a 'Portfolio Menu' with options like 'About Me', 'Personal Details', 'Secondary Education', etc. The main content area is a registration form with the following fields:

- Password***: (50 characters max.)
- Confirm Password***: (50 characters max.)
- Address**: (500 characters max.) - Example: 23 Chestnut Crescent, Belfast
- Postcode**: (10 characters max.) - Example: BT12 1BT
- Date of Birth**: (dd/mm/yyyy) - Example: 10/04/1980
- NMC pin**: (10 characters max.) - Example: NM87654321

At the bottom right of the form, a green 'Save' button is circled in red. Below it is a blue 'Back to About Me' button.