

Dear User

You should originally have received an email to register to MHPOD that looks like this.

Welcome to the NCETM - POD database.
Your account has now been successfully created.
To log in to your account, you will first need to create a confidential password by clicking [here](#).
Your new password must:

- Be a minimum of 10 characters
- Include upper and lower case letters
- Include numbers and/or special characters

Please ensure you select a password that is memorable to you as our system will not store the password and nobody in the team will know what password you have chosen. Please ensure you do not share your password with anyone as this represents a serious security breach.

Once you have created a password, please log in to your account and complete the necessary steps to register your details with us.

This link will only remain active for 48 hours or until your account password is reset.

To access NCETM - OMP please use the following URL: <https://ncetmpod.tribalgroupp.com>

If you experience any technical difficulties, please contact MHP0D@ncetm.org.uk.

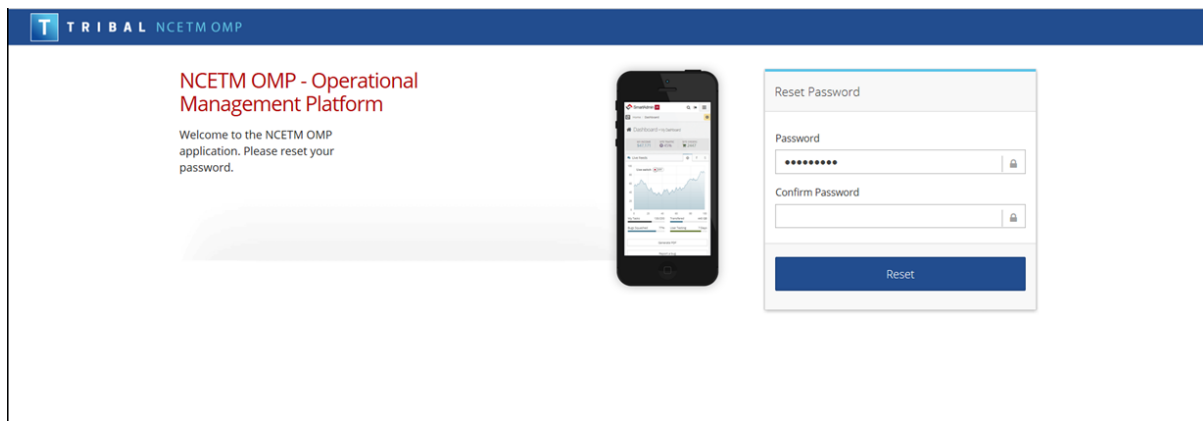
Kind regards
NCETM - POD

This email is only valid for 48 hours so if you are trying to click [here](#) to set a password, you will need to contact the helpdesk to have your password reset to receive another email as a starting point.

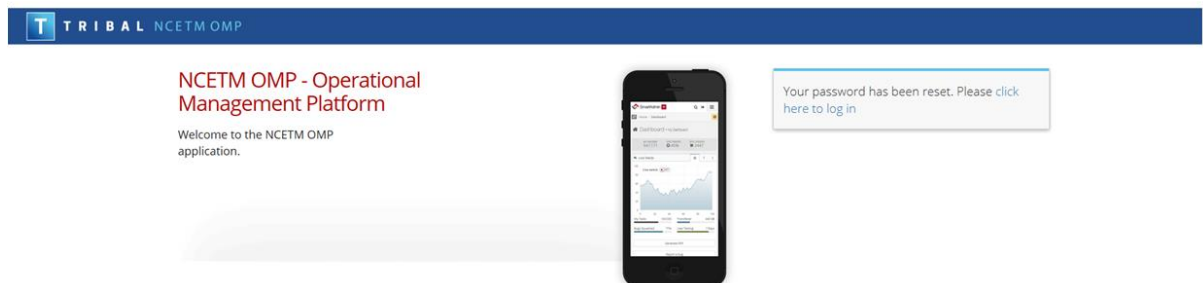
Whether setting or resetting you will come to a screen like this where there are 2 boxes.

Box 1: Set your Password (NOT to be an email address)

Box 2: To enter this Password again to confirm it.



You will see a confirmation screen confirming your Password has been successfully set.



Providing there are no errors on this screen and your Password has been reset you will then proceed to log in to MHPOD with your newly created Password.

Please note:

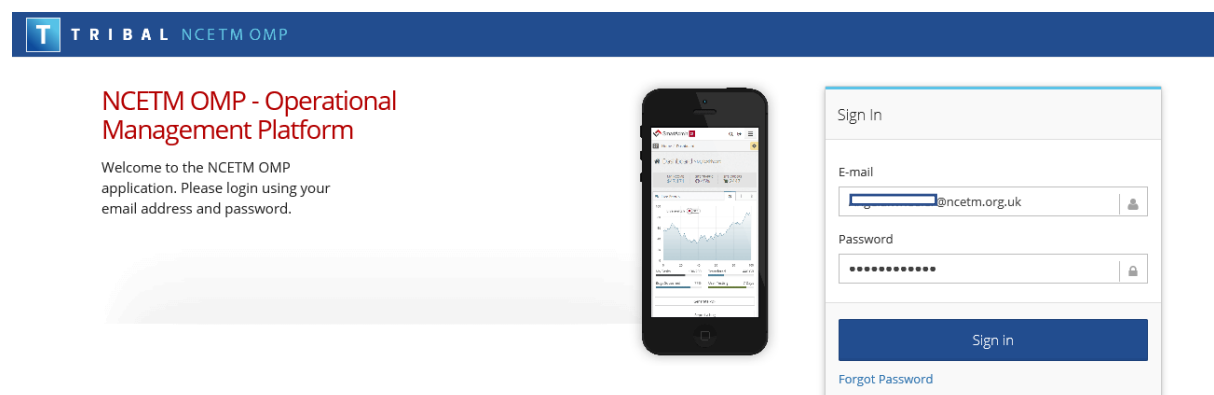
- If you get an error regarding an expired token – please contact the Helpdesk to reset your password.
- If you get an error that your 'email address is invalid' please check you are entering a Password into both boxes and NOT an email address.

Once your password is set, log into <https://ncetmpod.tribalgroup.com>

(Add this link to your favourites for ease of access)

This will take you to a log in screen to log in with the exact email address you received your initial MHPOD email communications to (no variants must be used).

Log in:



You are now successfully registered for MHPOD and will see a welcome screen appropriate to your user level

