To start, if you have not yet registered for a nursetim account, each faculty must do so. This is a one-time process.

For **NEW USERS**, i.e., people who are brand new to NurseTim® and have never accessed a webinar through NurseTim®.

**STEP 1**: Create a new account (choosing your own personal password).

**Please note: this is not your school's subscription code, but is a personalized password, applicable only to your account.  You'll choose and enter this password, in order to protect your information.**

 STEP 1 TUTORIAL: [https://nursetim.com/download/Account-Login-First-Time-NEW.pdf](https://protect-us.mimecast.com/s/xQplCNkRNAf02VROCzE0VQ?domain=nursetim.com)

 • Go to [nursetim.com](https://protect-us.mimecast.com/s/NlbRCPN8PDCK7vljcmH_bY?domain=nursetim.com" \t "_blank)

 • Click the "JOIN/LOGIN" link in the blue bar at the top of the page.

 • Click on "Register" and then complete the information requested.

 • For security purposes you must validate your email address

 • Once validated you will then be able to access your account

 Please proceed to Step 2.

**STEP 2**: Connect your account to your webinar subscription.

 STEP 2 TUTORIAL: [https://nursetim.com/download/Webinar-Subscription-Registration-NEW.pdf](https://protect-us.mimecast.com/s/UUaOCOYROBip65G7HjkNMN?domain=nursetim.com)

 • After logging in, click your name in the upper right corner and select "Register".

 • You only need to enter your subscription code (ohceta) one time.

NOTE: In the future, once you are logged into your account (with your personal password), simply visit the "Learning Library" to access the webinars.

This is a great resource and we want you to take full advantage of your subscription.

Kellie Zapf

Consultations Specialist

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