



There is lots of information in this guide. We have tried to make it easy for you to read.



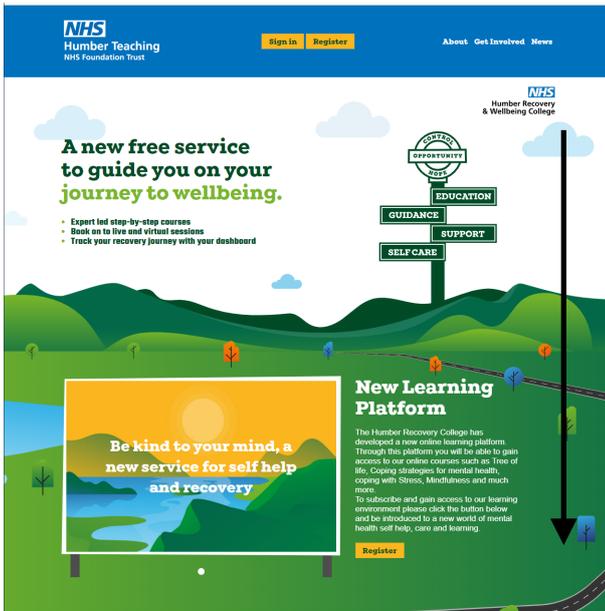
The pictures on the left will show your screen as you register through the Humber Recovery College website.

The words on the right will explain where to click and what to fill in.

This guide is specifically for the 'Patient and Carer Experience Training Programme course: How to get Involved in Trust activities'.

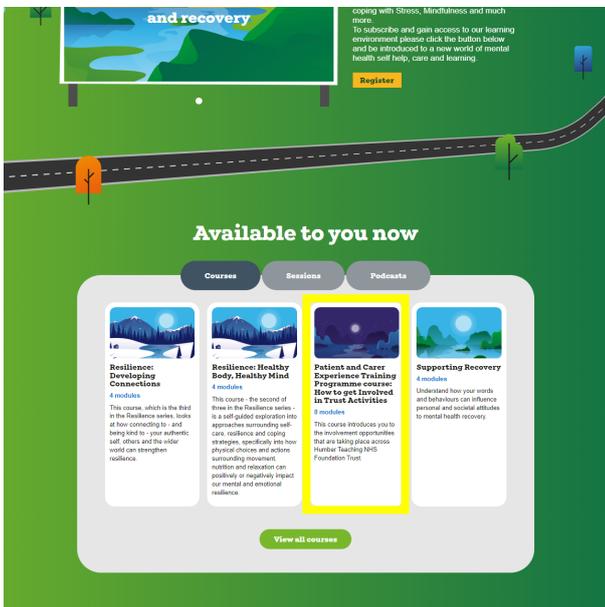
Being involved could be volunteering, helping with research, and more.

This guide can also be used for any of the other courses on the Humber Recovery College website.



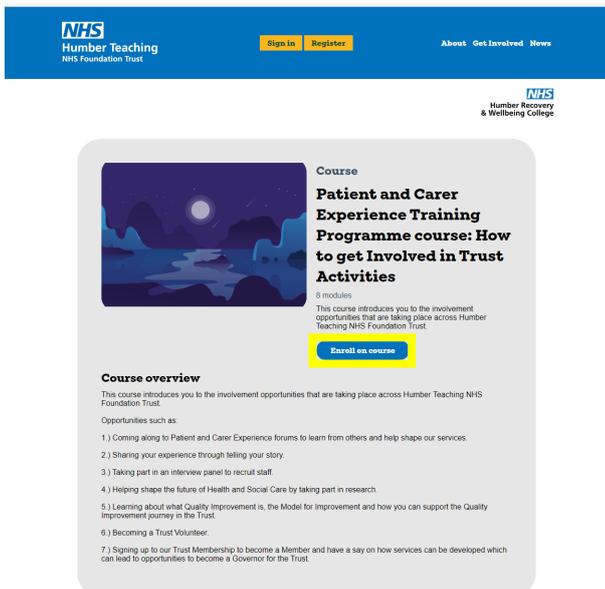
When you open humberrecoverycollege.nhs.uk, this is what you will see!

If you scroll down, you will find the latest courses, sessions, and podcasts.



Click on the course '**Patient and Carer Experience Training Programme course: How to get Involved in Trust Activities**'.

If this course is not showing up, click '**View all courses**' and find the course that way.



Once you click the course, it will open a page describing the course or session you selected. Click '**Enrol on course**'.

If you are already registered, sign in, and go to page 4 of this guide to carry on.

If you are not registered, click '**Sign up instead**' and keep following the steps.

Sign up
Already have an account? [Login](#)

Your account details

Email address

Mobile number

Password

Confirm password

About you

First name

Surname

Gender Please select

Ethnicity Please select

Your birthday

When you are registering, enter your account details. Use the email address and phone number you use most often to avoid missing any notifications about courses and sessions.

These notifications could include if a session is cancelled, the time changes slightly, or a course or session is coming up that you may like.

Have you ever been in a relationship with someone who is violent, abusive or who has harmed you or your spouse, partner or a dependant?

YES NO

Your address

First line of address

Second line of address Optional

Town / City

County East Riding of Yorkshire

Postcode

Phone Optional

By signing up you agree to the [Terms and Conditions and Privacy Policy](#)

Sign up

Once you have filled in all of the required boxes, click the **'Terms and Conditions and Privacy Policy'** to find out how we use your information and how we may send you links to other websites as part of the courses.

Once you are happy to continue, click **'Sign up'**.

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Measure your mental well-being and track it on your journey with Recovery College

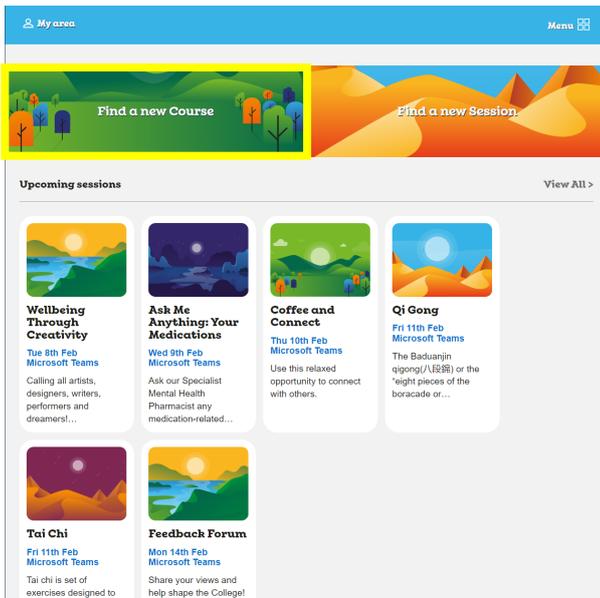
Using SWEMWBS we will ask you 7 questions and give you a score at the end.

Start

What is SWEMWBS?

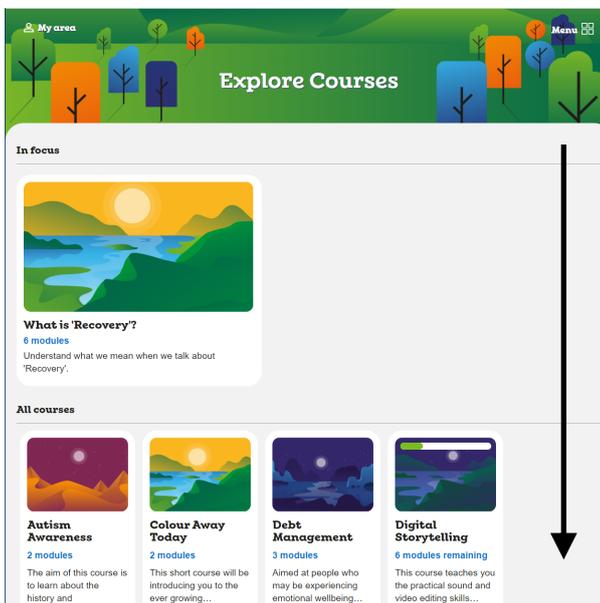
Once registered, you will be asked to complete a **SWEMWBS**. For more information on what this is, click **'What is SWEMWBS?'** at the bottom of your webpage.

Clicking **'Start'** will take you through the questions. Click your answer to each question, and then **'Submit'** using the button under the set of available answers.



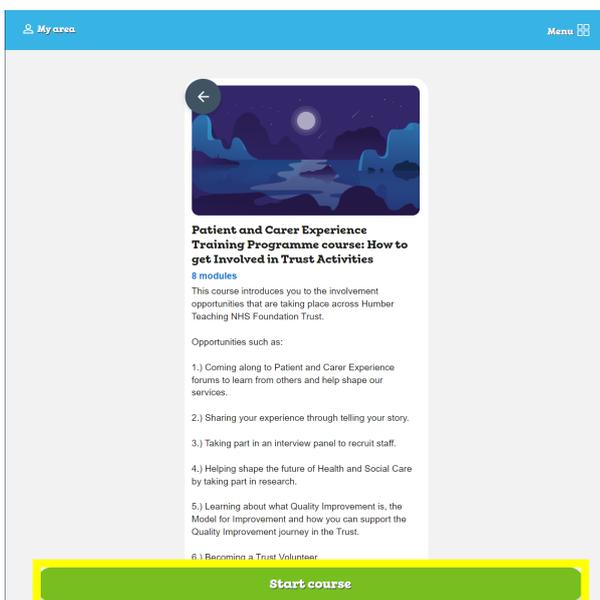
Once you are signed in, you will see the **'My Dashboard'** page.

Click **'Find a new course'** to look at all of the courses you can complete.



From here, you can explore every e-learning course available to you.

You may have to scroll down to find the **'Patient and Carer Experience Training Programme course: How to get Involved in Trust Activities'** course. Once you have found it, click on it.



The next window will show you the course. Each course is broken up into modules, and each module is made up of a number of steps. Each step is a page of text with photos, or a video. There may be a quiz too.

You are now registered onto the course. You can exit and resume at any time. Click **'Start course'** to enter the course.



That is the end of this easy-read guide. You are registered on the course and can go through each module to learn more about how you can get involved with different teams in the Humber Teaching NHS Foundation Trust.

Thank you for showing your interest in getting involved with the trust.

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Please get in touch with the Humber Recovery College if you would like to give feedback on the registration process (**email:** hnf-tr.recoverycollege@nhs.net / **phone:** 0800 9177752).

If you would like a printed copy of the guide, please contact the PACE team (**email:** hnf-tr.patientandcarerexperience@nhs.net / **phone:** 01482 389167).



We are looking forward to working with you. Goodbye for now.