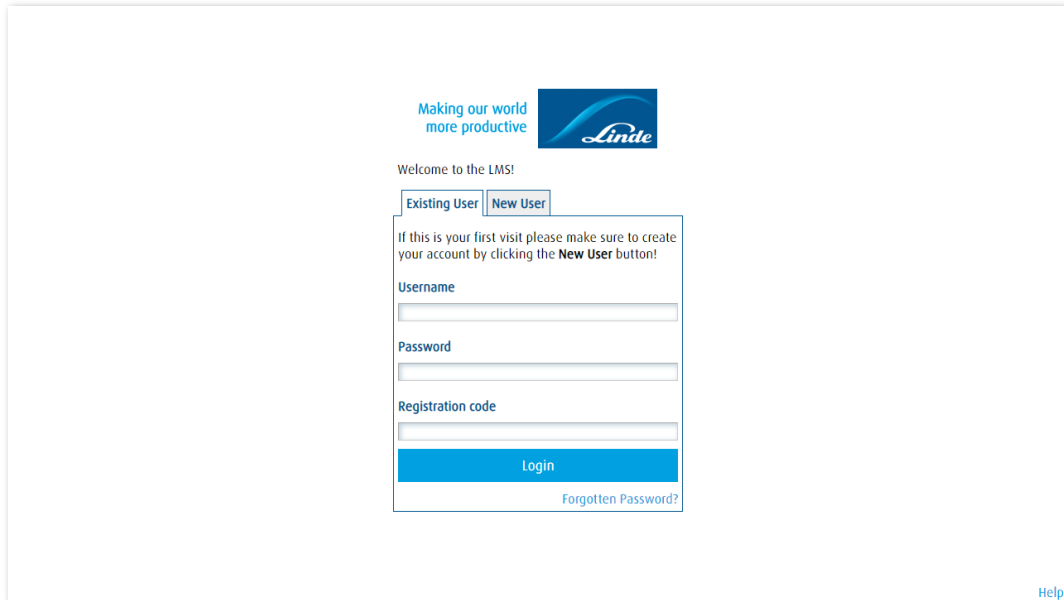


# Linde LMS Guide - Login

## 1 Existing Users



The screenshot shows the Linde LMS login interface. At the top, it features the Linde logo with the tagline "Making our world more productive". Below this, a welcome message "Welcome to the LMS!" is displayed. There are two tabs: "Existing User" (selected) and "New User". A message states: "If this is your first visit please make sure to create your account by clicking the **New User** button!". The login form includes three input fields: "Username", "Password", and "Registration code". A blue "Login" button is positioned below the "Registration code" field. A link for "Forgotten Password?" is located at the bottom right of the form. A "Help" link is visible in the bottom right corner of the page.

### 1.1 Logging in


To log in as an existing user, you just need to enter your **Username** (this is the email address you registered with) and **Password** into the labelled fields and then click **Login**.

### 1.2 Registering for additional courses

You may already have an account but need to register for an additional course. To do so simply fill in the **Username** and **Password** fields as normal, but also enter the new registration code into the **Registration code** field before clicking **Login**.

*Don't have an account? See section [2.1 Registering for the first time](#).*

## 2 New Users



Welcome to the LMS!

If you already have an account click the **Existing User** button!

Forename

Surname

Email Address

Registration Code

Password

Confirm Password

### 2.1 Registering for the first time

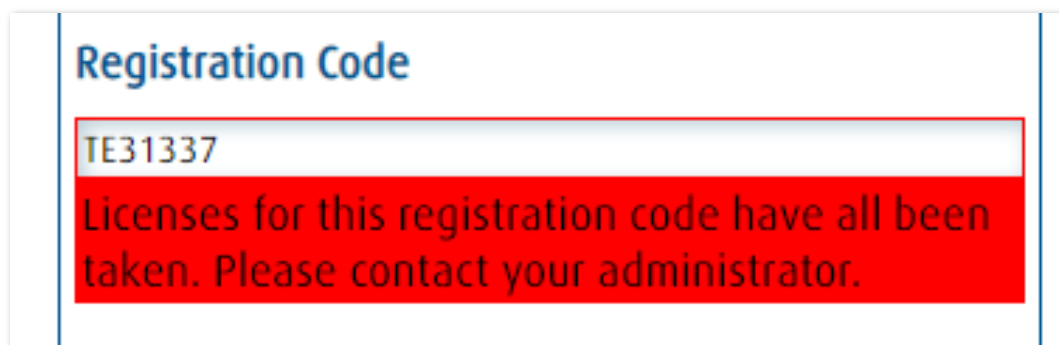
To register for a new account you will need to provide your

- **Forename**
- **Surname**
- **Email Address** (this will be the username you use to login in future)

In the labelled fields. You will also need to fill in the **Registration Code** field (this should have been provided to you) and the **Password** and **Confirm Password** fields. Make sure that the **Password** and **Confirm Password** fields match.

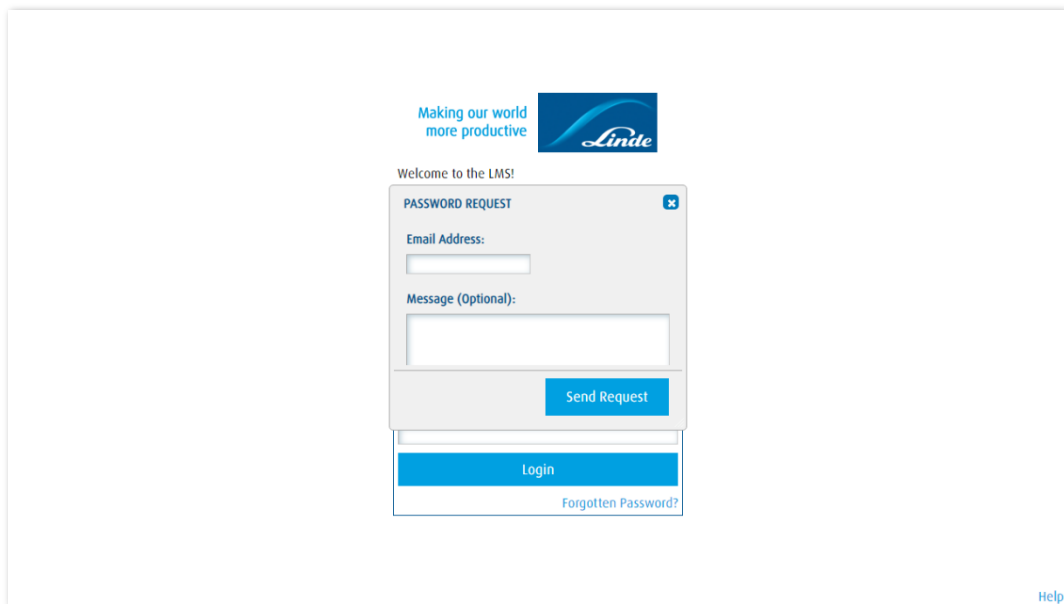
Once you have filled in the form click **Register**. If you have filled in all the fields correctly, and the registration code is valid, you will be logged straight in to the LMS

You may get a message that says that the licenses for the registration code you have provided have all been taken. If this happens please contact your elearning administrator (the person who provided you with the registration code) for assistance.



Already have an account? See section [1.2 Registering for additional courses](#).

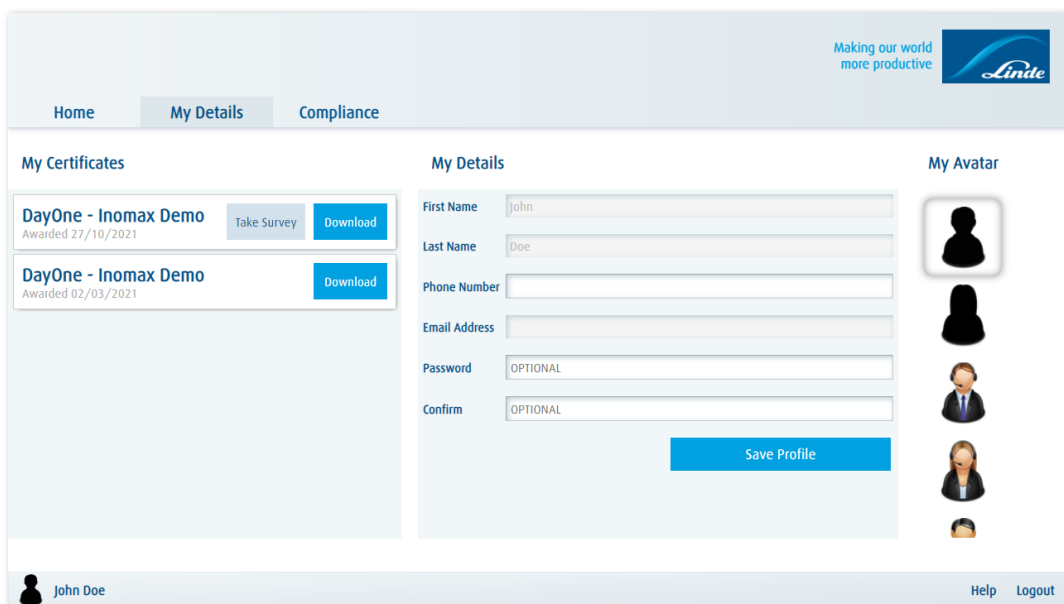
### 3 Forgotten Password



The screenshot shows the Linde LMS interface. At the top, the Linde logo and tagline "Making our world more productive" are displayed. Below this, a "Welcome to the LMS!" message is shown. The main form is titled "PASSWORD REQUEST" and contains the following fields: "Email Address:" with a text input field, and "Message (Optional):" with a larger text area. A "Send Request" button is located below the message field. Below the form, there is a "Login" button and a link labeled "Forgotten Password?". A "Help" link is visible in the bottom right corner of the page.

If you have forgotten your password click on the **Forgotten Password?** link on the **Existing User** form, fill in the **Email Address** field with your Username (the email address you signed up with) and click **Send Request**. You may also type an optional **Message** but this is not required.

When your password reset request has been approved you will receive a new password via email at the email address you signed up with. We suggest that once you log in with this password you change it via the **My Details** tab.



The screenshot shows the "My Details" page in the Linde LMS. The page has a header with the Linde logo and tagline. Below the header, there are three tabs: "Home", "My Details", and "Compliance". The "My Details" tab is active. The page is divided into three main sections: "My Certificates", "My Details", and "My Avatar". The "My Certificates" section shows two certificates: "DayOne - Inomax Demo" awarded 27/10/2021 and "DayOne - Inomax Demo" awarded 02/03/2021. The "My Details" section contains a form with fields for "First Name" (John), "Last Name" (Doe), "Phone Number", "Email Address", "Password" (OPTIONAL), and "Confirm" (OPTIONAL). A "Save Profile" button is located below the form. The "My Avatar" section shows a selection of avatars. At the bottom of the page, there is a user profile section showing "John Doe" and links for "Help" and "Logout".