



## What do you need to do?

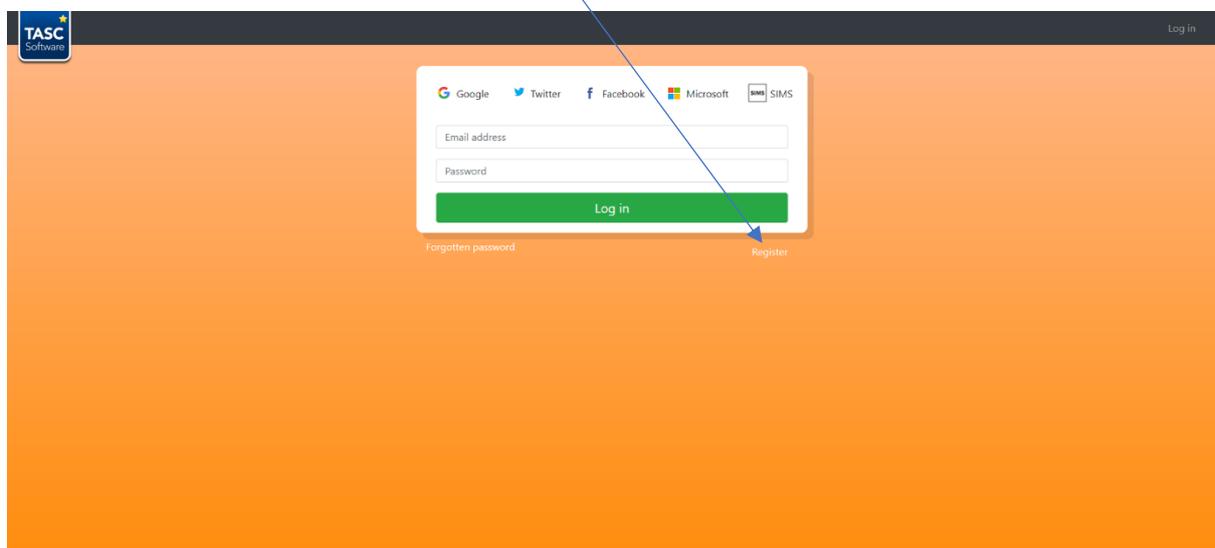
In order for CURA to recognise you as a user **all** staff are required to register with us for security for your organisation.

This is done simply by going to the IDP URL, following 3 simple steps and you are ready to resume using CURA as you once did.

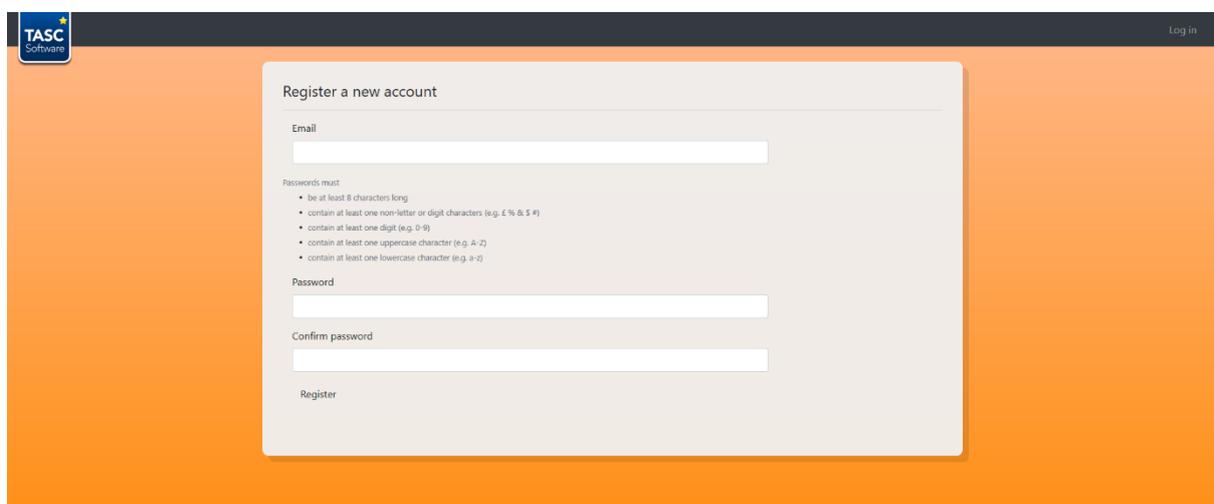
### Step 1 – Create your account

<https://cura.tascsoftware.co.uk/>

Under the login area of the page click on Register



On the IDP (International Domain Portal) website for TASC Software, you can register your email address that you have been given in your organisation, generally this is the one registered with your staff account in your MIS (Management Information System, such as SIMS).



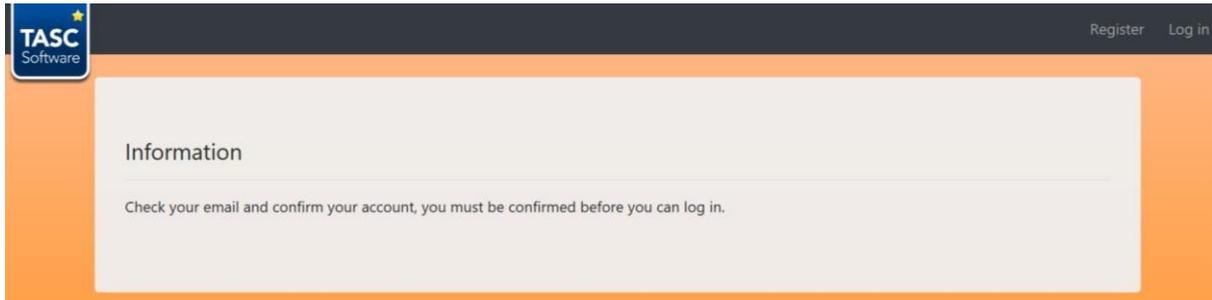
Simply fill in your email address, create a password, confirm it and click on 'Register' easy as that.

For added security here are your password must have's:

- At least one non-letter or digit character (e.g. £ % & \$ #)

- **At least one digit (e.g. '0'-'9')**
- **At least one uppercase (e.g. 'A'-'Z')**

Once you have clicked on the **'Register'** button the following screen will appear.

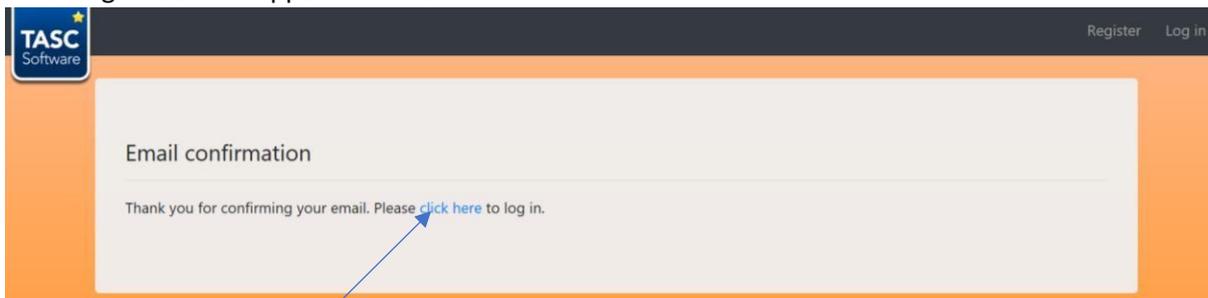


As it states check your work email address for a link to confirm its you.

### Step 2 – Confirm your account via the link in your email

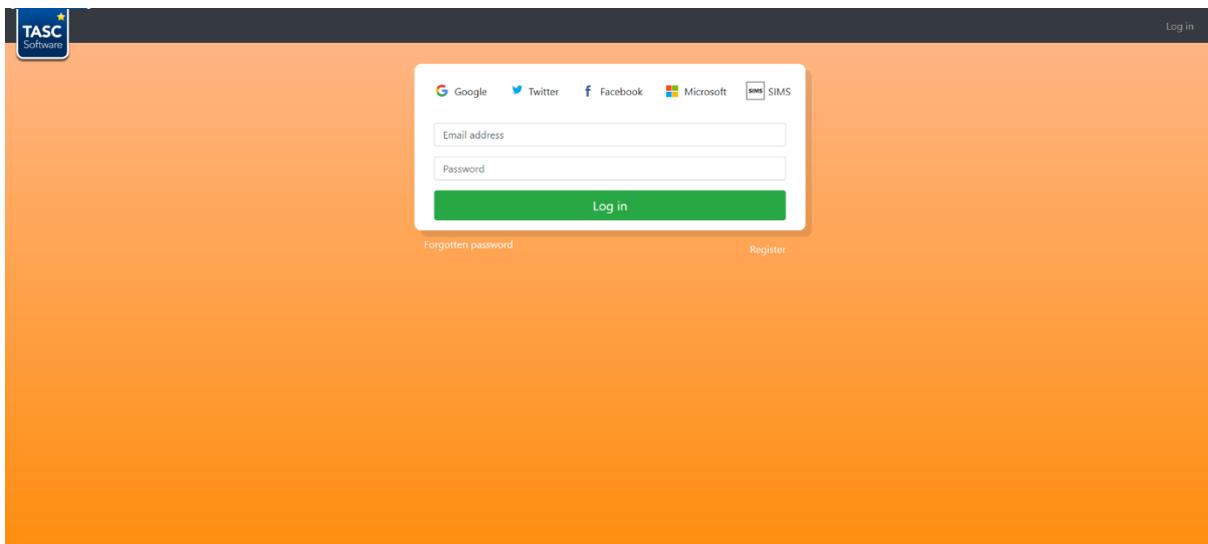


In the email received subject **'Confirm your account'** Click on the link for the confirmation and the following screen will appear in a browser window.



### Step 3 – Confirm your account in the browser

Click on the login button and the browser will take you to the following page

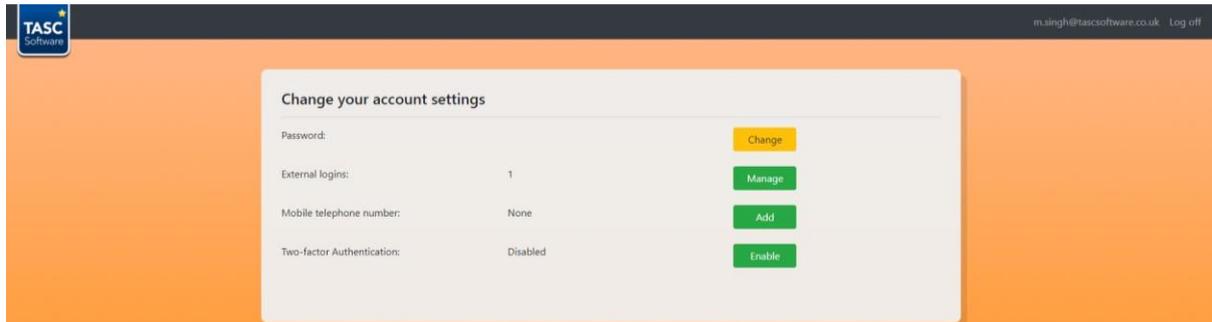


### Step 4 – Cura login page

Now simply go to the Cura URL to login, address is <https://cura.tascsoftware.co.uk>

### Additional Step – if required

Should you reach the <https://idp.tascsoftware.co.uk/Manage/Index> screen as below



Please overwrite the URL in the browser from <https://idp.tascsoftware.co.uk/Manage/Index> to <https://cura.tascsoftware.co.uk> and the following screen will appear



Please click on the green 'Yes' button to log into Cura.

Please note this will be a one-time confirmation and you will not need to repeat this process, when you log into Cura in the future you will see a Cura button at the bottom of the screen to log into as below. Click the Cura button and green 'Yes' button when the screen appears.

