

## Registering as a new user:

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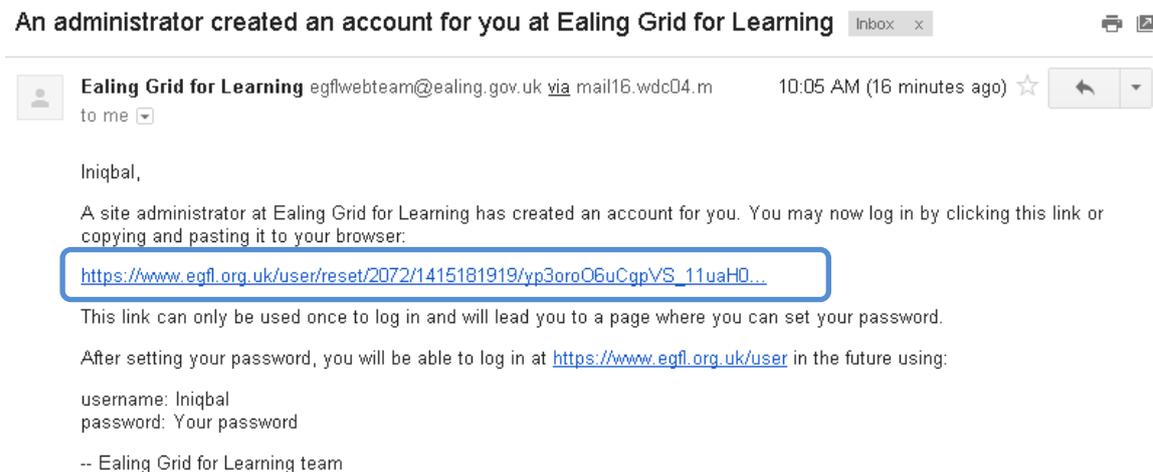
Here is the guide on how to get an account for Ealing Grid for Learnings (EGfL).

### How can I register / how can I get a user account?

**Step 1:** Email us at: [egflwebteam@ealing.gov.uk](mailto:egflwebteam@ealing.gov.uk) with

- your full name
- email address
- job title
- employer (Ealing maintained school, academy or children's centre or Ealing LA department).

**Step 2:** If your request is approved you will receive an email to confirm this. Please remember to take note of your username as you will need this to log in.



**Step 3:** Select the link provided in the email to reset password. Select **login**.

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## Reset password

This is a one-time login for *Iniqbal* and will expire on *Wed, 2014-12-31 10:05*.

Click on this button to log in to the site and change your password.

This login can be used only once.



**Step 4:** Enter a new password, confirm it by entering it in again and select **save**.

Home » Lubna Iqbal

✔ You have just used your one-time login link. It is no longer necessary to use this link to log in. Please change your password.

## Lubna Iqbal

View Edit

**Account details \***  
**Personal Information**  
**Locale Settings**

**E-mail address \***  
  
A valid e-mail address. All e-mails from the system will be sent to this address. The e-mail address is not made public and will not be used in any way except to receive a new password or wish to receive certain news or notifications by e-mail.

**Password**  
.....

**Password strength:** Strong

Passwords match: yes

**Confirm password**  
.....

To make your password stronger:

- Add punctuation

To change the current user password, enter the new password in both fields.

Save

**Step 5:** Your changes have been saved and you are logged in. Don't forget to log out when you are done. To view your details select My account on the top right hand side. Select the home tab to start using EGfL.



Ealing Grid for Learning

A-Z

My account Log out

↑

Topics

Facilities

Finance and data

Human resources

School effectiveness

Services for children

Home » Lubna Iqbal

✔ The changes have been saved.

## Revisiting the website.

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**Step 6:** To access EGfL go to <https://www.egfl.org.uk/> and select the **Log in** button which is located at the top right hand corner of the EGfL homepage.

Alternatively logon using <https://www.egfl.org.uk/user>

**Step 7:** Enter your log in details: You would have made a note of your **username** and your **password** is what you set up at **Step 4**.

## User account

**Username \***  
  
Enter your Ealing Grid for Learning username.

**Password \***  
  
Enter the password that accompanies your username.

**Step 8:** If you have forgotten your password a guide is available at:

<https://www.egfl.org.uk/news/2014/11/tour-around-new-egfl-and-user-account-guides>

If you have any queries email EGfL web team at: [egflwebteam@ealing.gov.uk](mailto:egflwebteam@ealing.gov.uk).