

Creating a guest account to attend an Endo-ERN discussion in CPMS 2.0

To join a discussion in the Endo-ERN CPMS, you will need to create a user through EU login first and then sign up for a guest account in the CPMS 2.0. To create an EU login user account, [go to this link](#) and then follow these steps:

1. Fill in the required personal information, including email address and full name, and check the box at the bottom to indicate you have read the privacy statement (available through the link provided)
2. Click the “Create and account” button at the bottom of the page
3. Once the above steps are completed, you will receive a verification email (this can take a few minutes). When you have received the verification email, open it and click on the link to verify your account.
4. Follow the on-screen instructions to complete the registration process.
5. When you have successfully created your EU login, proceed with the steps indicated below

To create a guest account in CPMS 2.0, [go to this link](#) and use your EU login credentials (created in the steps above) to log in. This will direct you to the Sign-Up screen, where you can select the following options to create a guest account:

1. Choose “Clinician” as your role
2. Select “No” under “Are you a member of an ERN”
3. Select “Endo-ERN” under “Which ERN invited you?”
4. Indicate at which hospital you work under “Healthcare provider/hospital”
5. Indicate your country under “Working Country”
6. Click “Next” at the bottom right of the page
7. The next page shows an overview of the information you entered, please review it to ensure everything is correct and then click the “Submit access request” button
8. Your request status will now change to submitted and you will be notified via email once your account has been approved (this normally happens within 1 working day).