



Step by step guidance for “REGISTRATION” for Intensive Care Units (nD.ICU)

15
NOV

nDay
2018

Everybody is welcome to register! Registered users are allowed to order center and unit codes for participating wards and receive regular information.

If you plan to participate in the next nutritionDay please register 3 days before at the latest. Everybody who already enrolled in one of the last nutritionDays does not have to register again.

Getting started:

- key in www.nutritionday.org
- go to **Registration**

The web form for registration appears. Please provide us with all necessary data and go on with the registration process.



Please answer the questionnaire as completely as possible. Fields marked with an asterisk (*) are mandatory.

- Preferred username:** choose a username (min 6 characters)
- Password:** choose a password (min 5 characters)
- Repeat:** repeat password
- First Name:** enter your first name
- Last Name:** enter your last/family name
- Title:** degree
- Company/Hospital name:** name of your institution
- Address:** address (street, number)
- City:** city in which the institution is located
- Country:** select your country
- County/province:** federal state
- Postal code:** postcode without country indicator (no A-, F-,....)
- Telephone:** Fill in your phone number, for contact during workday incl. international area code.
- Fax:** Fill in your fax number incl. international area code
- E-mail:** your email address (you need a valid email to confirm registration and get your unit report for benchmarking)
- Language:** fill in the language preferred for the questionnaires
- Homepage:** fill in the homepage of your institution, if available



Create account:

- please click „**Create account**“.
- You will receive an e-mail of validation to your above mentioned e-mail address.

Attention, please!

The registration is valid after you have activated the confirmation link in this e-mail.

You are forwarded to the following page:

Dear [redacted]

Thank you for your application to become a member of NUTRITIONDAY. Everyone is welcome to browse around our website but you will need to confirm your membership to have unrestricted access to all areas. To confirm your membership please click on this link:

<http://nutritionday.org/?RDCT=d2730220511f53e49feb>

Or copy and paste it into your browser.

If, for any reason, you do not wish to continue the registration process, or you have received this message in error, please click on this link:

<http://nutritionday.org/?RDCT=736c651852d7d73d1259>

Or copy and paste it into your browser.

Please forgive us for any inconvenience we may have caused you.

Kind regards,
nutritionDay.org

Click here for confirmation

Dear [redacted]

Thank you for registering with **NUTRITIONDAY**.

Your membership [redacted] has been confirmed.

Your e-mail address [redacted] has been added to our list.

You may now enter with your username [redacted] and your password:

Preferred username: [redacted]

Password: [redacted]

Enter

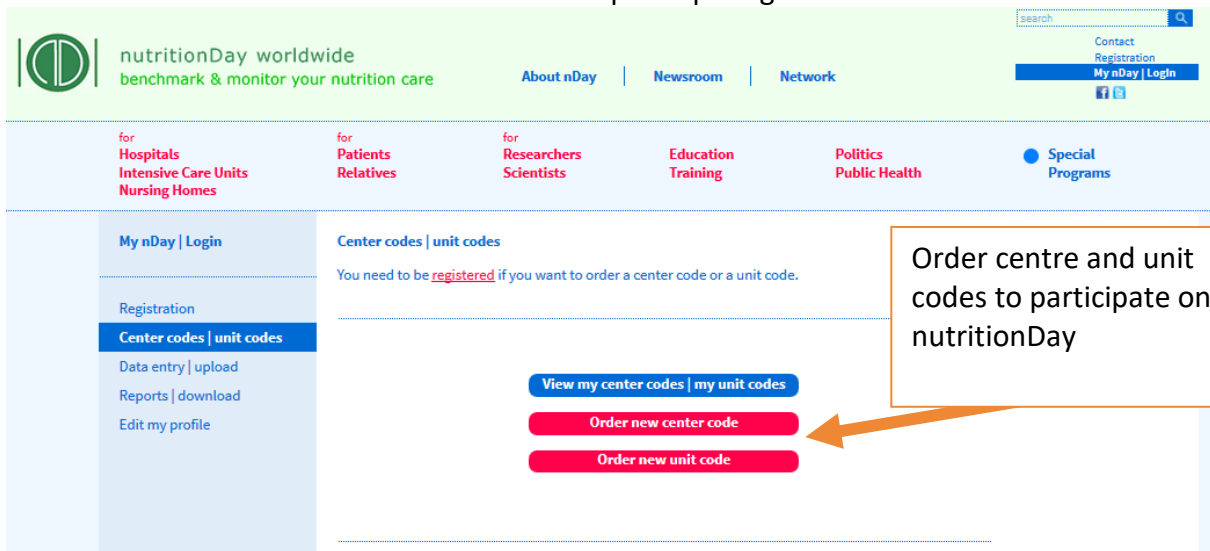
Click „Enter“ to complete the registration process



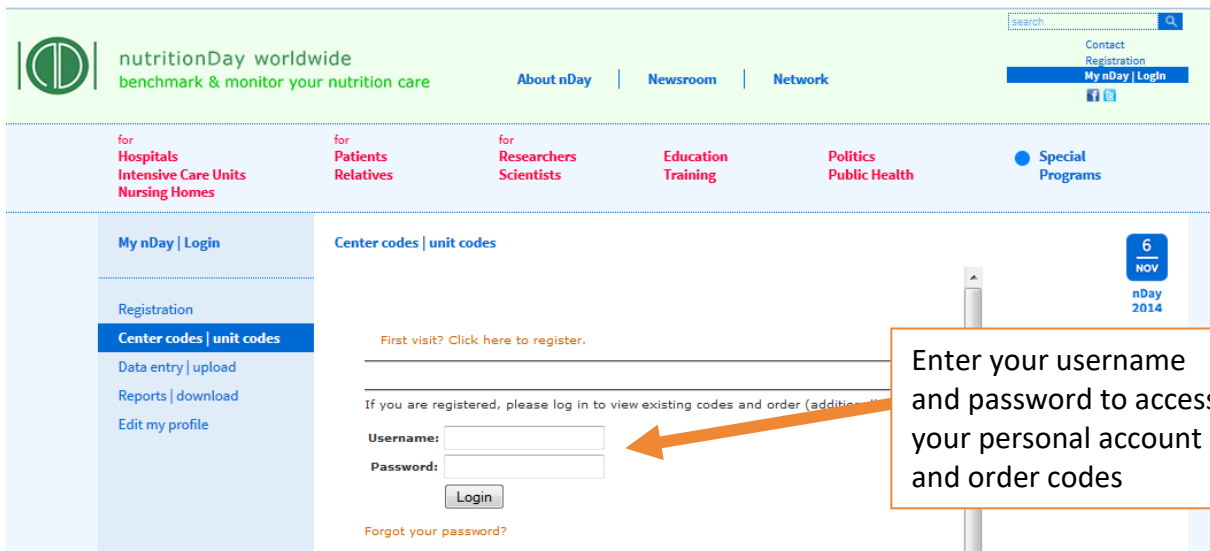
Welcome!

You are now registered to the nutritionDay project!

You will receive information about the project on a regular basis. As a registered user you are allowed to order center and unit codes for participating units



The screenshot shows the nutritionDay website interface. The top navigation bar includes the logo, the text "nutritionDay worldwide benchmark & monitor your nutrition care", and links for "About nDay", "Newsroom", and "Network". A search bar is located in the top right corner. Below the navigation bar, there are several categories: "for Hospitals Intensive Care Units Nursing Homes", "for Patients Relatives", "for Researchers Scientists", "Education Training", "Politics Public Health", and "Special Programs". The main content area is titled "Center codes | unit codes" and contains the text "You need to be registered if you want to order a center code or a unit code." Below this text are three buttons: "View my center codes | my unit codes", "Order new center code", and "Order new unit code". A callout box with an orange border and arrow points to the "Order new center code" button, containing the text "Order centre and unit codes to participate on nutritionDay".



The screenshot shows the nutritionDay website interface, specifically the login section of the "Center codes | unit codes" page. The top navigation bar is identical to the previous screenshot. The main content area is titled "Center codes | unit codes" and contains the text "First visit? Click here to register." Below this text is a login form with fields for "Username:" and "Password:", and a "Login" button. A callout box with an orange border and arrow points to the "Username:" field, containing the text "Enter your username and password to access your personal account and order codes".



nutritionDay
WORLDWIDE

SUCCESS

You are now logged in.

You can edit your user data here:



Change personal
contact details here

For participation, your institution needs a "unit code".
To check 2006/2007/2008/2009/2010/2011 (if codes are still valid)
or to order new codes, click:

[Order Center / Unit Codes](#)



Order codes here.
Follow the "step by
step guidance for
easy code ordering
for help

For further questions please contact the nutritionDay office: office@nutritionDay.org
We will be happy to help!