

Schools, Special Schools, Colleges & ITPs Non-Compass/Compass+ Users - Logging in to the Digital Hub

Thank you for signing up to the Digital Hub, we really appreciate you taking the time to do this.

The Digital Hub works best on Chrome.

1. Please click here - <u>https://cecdigitalhub.community.tc</u> – and bookmark this link so you have easy access in the future. You will land on this page, and you'll need to go to the top right of the screen to click 'sign-up'.

ZCAREERS & ENTERPRISE COMPANY		LOGIN	SIGN UP	Î
	The Careers & Enterprise Company's Digital Hub CEC's Digital Hub is a shared workspace for a range of complementary activities, designed to support communication and continuing professional development across the Enterprise Adviser Network (EAN) and its Network of Careers Hubs.			
	Q Search catalog			

2. Please click the 'Continue with EANR' button and use the email address that you use to communicate with your Enterprise Co-ordinator. Please ignore the form at the bottom of the page. The EANR is the register we use to hold contact details; this system will tell us that you're registered as an Enterprise Adviser.



- 3. You will be asked to set up an account on the Digital Hub.
- 4. You'll return to the page showing the list of profiles by role and you will find the **Schools**, **Special Schools, Colleges & ITPs** profile on the top of the page. Click the 'view details'



button. If you don't return to this page automatically, click on the Careers and Enterprise Company logo on the top left of the screen.



5. You will see your courses listed and you need to click on 'join track'.

Schools, Special Schools, College	es and ITPs	
Catalog / Schools, Special Schools, Colleges and ITPs Track Overview Careers Leader Induction Governors: Introduction to Careers Education Leaders: Introduction to Careers	JOIN TRACK	

6. You will see a short form. Please complete this and click 'submit',

What is your name?*	
What is your name?	۲.
What is your email address? *	
What is your email address?	
What is the name of your organisation?*	
What is the name of your organisation?	
Careers Leader Role Options	
Please select your role from the list below. If you do not find the	e title in the list, please
select "Other" and provide the name of your role in the final te	xt box.
Careers Leader Role Options	~
Education Leader Options	
Please select your role from the list below. If you do not find the	e title in the list, please
select "Other" and provide the name of your role in the final te	xt box.
Education Leader Options	~
Governor Options	
Please select your role from the list below. If you do not find the	e title in the list, please
select "Other" and provide the name of your role in the final te	xt box.
Governor Options	~
If you answered "Other" please share the title of your role bel	low.

7. This screen will confirm that you've completed the registration process.



	Variational	tl	
	You're all	set!	
You have suc	cessfully registered for	Schools, Special Schools,	
	Colleges and I	TPs	
		NPD .	

8. Please access the course(s) that you'd like to complete.

Dashboard	Q Search	
My Courses		
Schools, Special Schools, Colleges a	and ITPs	٦
Careers Leader Induction Careers Leader Induction	GO TO COURSE	
Governors: Introduction to Careers Governors: Introduction to Careers	GO TO COURSE	
Education Leaders: Introduction to Careers Education Leaders: Introduction to Careers	GO TO COURSE	

If you have any questions about the Digital Hub, please contact: <u>digitalhub@careersandenterprise.co.uk</u>