

## Guide to Requesting a new password from [www.participationworks.org.uk](http://www.participationworks.org.uk)

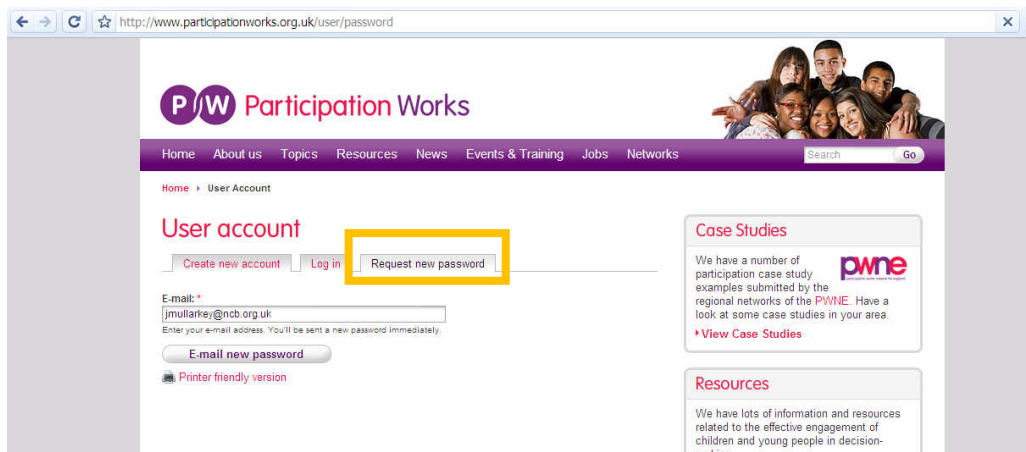
Here is a simple guide for completing your registration for the PWNE. If you have had problems during the sign up process you may be locked out and the easiest way to fix this is with a password reset.

If you have forgotten your password you can also follow this guide to get it reset.



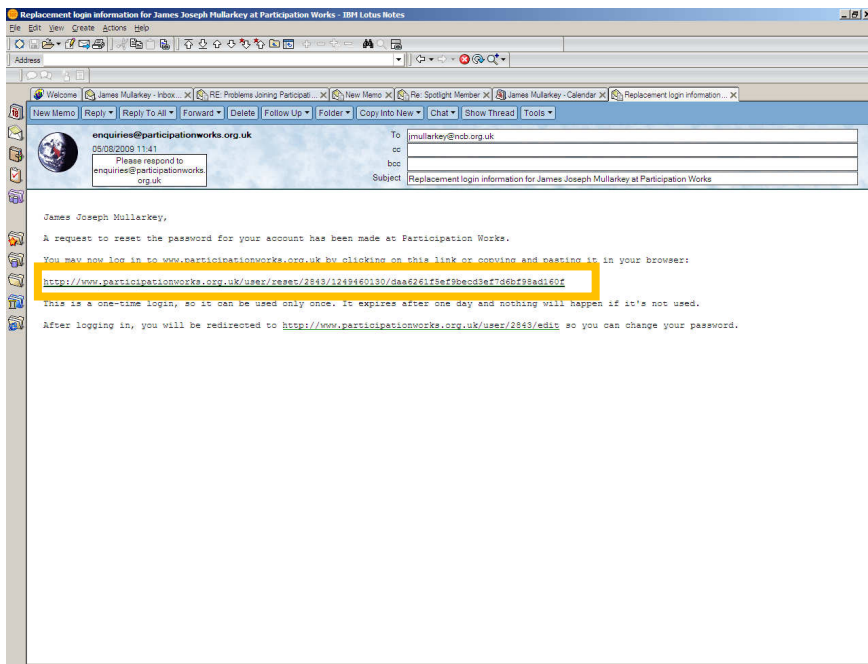
The screenshot shows the homepage of Participation Works. The navigation menu includes Home, About us, Topics, Resources, News, Events & Training, Jobs, and Networks. A search bar is located in the top right. The main content area features a large image of a group of people, a description of the organization, and several sections: Members (with a yellow box around the 'Member login' link), Case Studies, Resources, and Enquiry Service. A 'Latest News' section is also visible on the left side.

1. Click on **Member login** on the home page

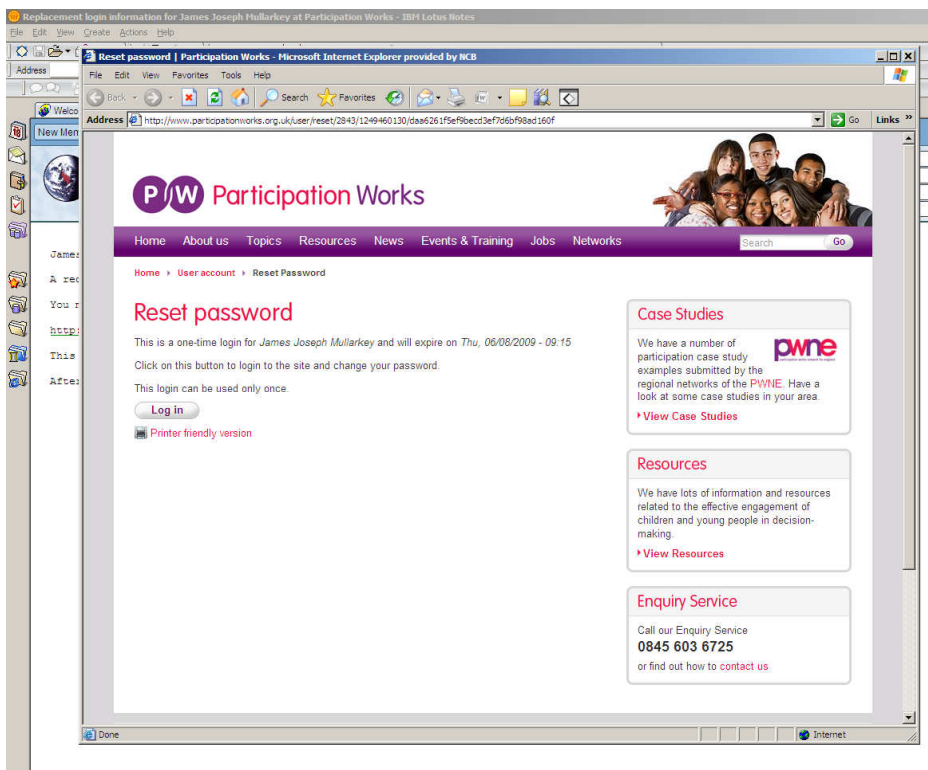


The screenshot shows the 'User account' page on Participation Works. The navigation menu is the same as the homepage. The page title is 'User account'. There are three buttons: 'Create new account', 'Log in', and 'Request new password' (which is highlighted with a yellow box). Below these buttons is an email input field with the text 'E-mail: \*' and the email address 'jmulartke@ncb.org.uk'. There is also a button labeled 'E-mail new password' and a link for 'Printer friendly version'. On the right side, there are sections for 'Case Studies' and 'Resources'.

2. Click on **Request new password** tab. Then enter your e-mail address and click on **E-mail new password**.



3. You will receive an e-mail to the address you have given. The first long link in the e-mail will give you access to the Participation Works Gateway to allow you to reset your password. If clicking on this link doesn't work copy it into the address bar of your browser.



4. The link will take you to this page. Click on **Log in** to continue

**P/W Participation Works**

Home About us Topics Resources News Events & Training Jobs Networks Search Go

Home > User account > James Joseph Mullarkey

### James Joseph Mullarkey

View Edit **Edit Registration Details** Subscriptions

Profile Account settings User

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

**Account information**

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 only be used if you wish to receive a new password or wish to receive certain news or notifications by e-mail.

Password:   
 Confirm password:   
Use the new password in both fields.

**Picture**

Upload picture:  Browse  
Your virtual face or picture. Maximum dimensions are 150x150 and the maximum size is 250 kB. You user pictures must not exceed 150 pixels wide, 150 pixels high and be over 250kb in size.

**Comment settings**

Signature:  
 Format:  **B** *I*

**Participation Works Blog**

You can see the latest posts on the Participation Blogs exclusive to members of the PWNE.

**Members**

Welcome, James Joseph Mullarkey  
 Member since 24th Jun 2009

Group Member: [PWs EAR](#)

[Search for other members](#)  
[Return to your dashboard](#)  
[View/edit your profile](#)  
[Logout](#)

**Case Studies**

We have a number of participation case study examples submitted by the regional networks of the PWNE. Have a look at some case studies in your area.

[View Case Studies](#)

- Once you have access to your profile enter a new password and also confirm your password before clicking **Submit** at the bottom of the.

**P/W Participation Works**

Home About us Topics Resources News Events & Training Jobs Networks Search Go

Home > User account > James Joseph Mullarkey

### James Joseph Mullarkey

View Edit **Edit Registration Details** Subscriptions

Profile Account settings User

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

**Account information**

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 only be used if you wish to receive a new password or wish to receive certain news or notifications by e-mail.

**Participation Works Blog**

You can see the latest posts on the Participation Blogs exclusive to members of the PWNE.

**Members**

Welcome, James Joseph Mullarkey  
 Member since 24th Jun 2009

- Now click on **Edit Registration Details** to finish off completing your profile.

**P/W Participation Works**

Home About us Participation Topics News Events & Training Jobs Support Networks Search Go

### Contact Edit - James Joseph Mullarkey

**Your Details:**

\* = Required field

Organization Name*	<input type="text" value="Participation Works"/>	Email*	<input type="text" value="jmullarkey@ncb.org.uk"/>
Name of Project	<input type="text"/>	Phone*	<input type="text" value="0207 8436815"/>
Job Title*	<input type="text" value="Website Coordinator"/>	Other Phone	<input type="text"/>
First Name	<input type="text" value="James Joseph"/>	Organisation web address	<input type="text"/>
Last Name*	<input type="text" value="Mullarkey"/>	Fax	<input type="text"/>
		Secondary E-mail	<input type="text"/>

**Your Address:**

Address*	<input type="text" value="8 walkley street"/>	Other Address	<input type="text"/>
Town*	<input type="text" value="London"/>	Other Town	<input type="text"/>
County*	<input type="text" value="London"/>	Other County	<input type="text"/>
Post Code*	<input type="text" value="EC1V 7QE"/>	Other Post Code	<input type="text"/>
Country	<input type="text"/>	Other Country	<input type="text"/>

**About Your Work:**

Description of your Organisation\*

- Fill in the information on this screen and click **Submit** at the bottom of the screen.

That's it! You should receive an e-mail to confirm you are now a full member of the Participation Works Network for England. If you have any other problems please contact us here at Participation Works.

Participation Works

[enquiries@participationworks.org.uk](mailto:enquiries@participationworks.org.uk)

Telephone: 0845 603 6725

Fax: 0207 843 6306

8 Wakley Street

London

EC1V 7QE