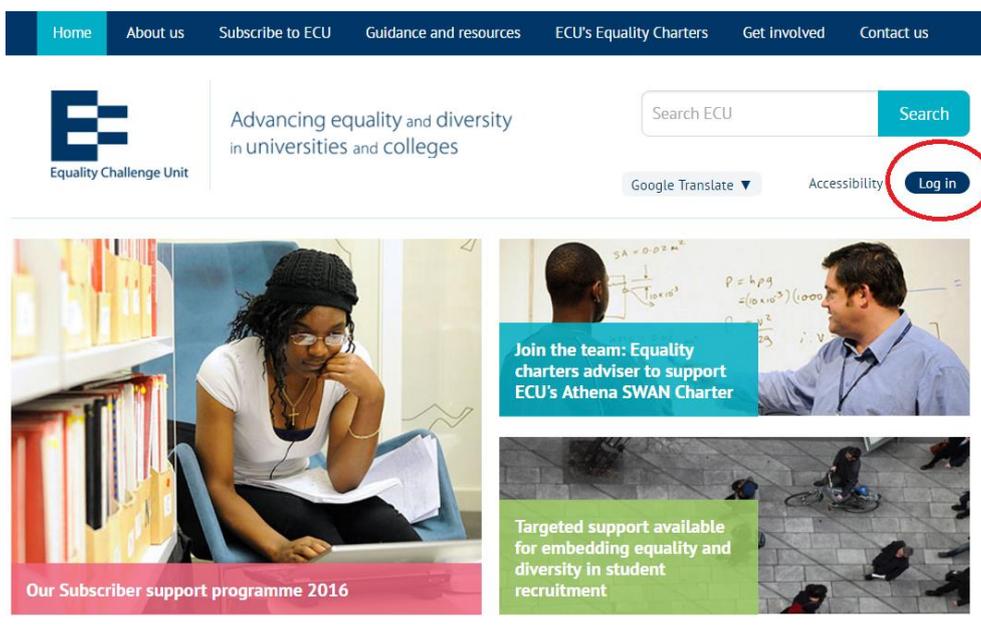


# Using the ECU web portal

## Accessing the portal

You can access the ECU web portal two ways:

1. Enter the web address directly into your browser: <http://hub.ecu.ac.uk>
- or
2. Click on **Log in** at the top of the ECU homepage, just beneath the search field:



## Registering on the portal

Subscribing institutions can have as many registered users as they require. Users will need to use their university email to gain full access to the portal.

From the portal log in page, you need to select **Register**, just beneath the Login button:

### Log In

**LOGIN DETAILS**

User Name (your email address)

Password

**LOGIN**

[Reset forgotten password](#) [Register](#)

[Remember, passwords are case-sensitive]

You will be asked to enter your first name, last name and university email address.

You will also need to create a memorable password.

### Register

**YOUR DETAILS**

First Name \*

Last Name \*

Email \*

Password \*

Confirm Password \*

**REGISTER**

Once you click the **Register** button, you will be sent an activation email.

You will need to click on the link in the activation email to complete your registration.

### Problems registering?

If you don't receive your activation email within 5 minutes, check your 'junk' or 'clutter' inbox.

If you are still having problems, drop ECU a line: [ecu@ecu.ac.uk](mailto:ecu@ecu.ac.uk)

### Logging in to the ECU portal

Once you have registered and clicked on the link in your activation email, you will be able to log in to the ECU portal.

Enter your username (university email address) and password and click **LOGIN**.

#### Log In

**LOGIN DETAILS**

User Name (your email address)

Password

**LOGIN**

[Reset forgotten password](#) [Register](#)

[Remember, passwords are case-sensitive]

Once you are logged in to the portal home, you have a number of options:

1. Update your contact details – you can let us know if your job title or address has changed
2. Reset or change your password
3. Download your ECU member logo (to use on your email signature, website or presentations)

Home About us Subscribe to ECU Guidance and resources ECU's Equality Charters Get involved Contact us

 Advancing equality and diversity in universities and colleges

Search ECU Search

Google Translate Accessibility My ECU Log Off

Members Area / My ECU

### My ECU

Welcome [redacted] You can navigate to areas of the website using the links below

**NONE**

- = Update my contact details
- = Reset password
- = Download member logo

## Downloading publications

Some of ECU's publications can only be accessed by subscribing institutions. Where this is the case you will be prompted to enter your log in details before you download the publication. You will need to click on the download button to complete the download:

Members Area / Download Publication

You have successfully logged in. Please click the button below to download your file.

Download

### Further support

If you need any further assistance with accessing, registering or using the web portal, you can get in touch with the ECU team:

Email: [ecu@ecu.ac.uk](mailto:ecu@ecu.ac.uk)

Tel: **020 7438 1010**