



## How do I access the NROSH+ training video?

### Introduction

To help users we have produced a training video which provides an overview of the NROSH+ site and functions. This video is roughly 1 hour long, the timings below, provide approximate times within the video where particular functions are covered.

You can access this video via Vimeo, using the link and password below.

**Please read the Vimeo information below before accessing the training video.**

Video link: <https://vimeo.com/838958287?share=copy>

Password: **202306NROSH+**

### Video timings

#### **From start    General site operation:**

From start	Pre-login site navigation.
00:01:50	Accessing documents, FAQs, news articles and using filters.
00:06:45	Logging into the site.
00:08:20	Post-login site navigation, including user access types.
00:10:10	<b>My provider section</b> , including updating your registered details and contacts.
00:13:20	<b>User management section</b> , including creating and editing users account details.
00:21:20	<b>Regulatory documents section</b> , including editing, tagging and deleting documents.
00:25:20	<b>Upload regulatory documents section</b> , including file selection and tagging.
00:30:15	<b>My survey dashboard section</b> , including accessing open/closed surveys, survey status.

#### **From 00:31:50    Survey completion and submission:**

00:31:50	<b>Accessing a survey</b> , including understanding the parts list page and validation overview.
00:35:25	<b>Editing a survey</b> , including how to view onscreen validations.
00:38:00	<b>Getting and editing a template</b> , including how to export a template for importing data, macro overview and editing the template.
00:39:50	<b>Importing a template</b> , including overview of import options.
00:41:20	<b>Using on screen validations</b> , including how to identify fields in query on screen, adding supporting comments, asking RSH to override hard validations.
00:44:55	<b>Submission process</b> , including declarations process and confirming details
00:47:00	<b>Supporting documents</b> , including uploading files to support your survey.
00:47:45	<b>Post submission</b> , including understanding 'unsubmission' and 'resubmission'.
00:49:00	<b>My surveys dashboard section</b> , overview of the survey dashboard.
00:50:00	<b>Understanding dimensional validations</b> , overview of dimensions and understanding how to find the issue on screen, filtering validations and showing different types and statuses, exporting validations and understand validation exports.
00:55:00	<b>Survey sign off</b> , including the changes to the parts list.

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