1.	Check you are using a supported	Supported browsers are:
	Internet browser on your mobile	Google Chrome
	phone, tablet device, laptop or	 Microsoft Edge (Windows 10)
	PC:	 Safari (Apple version 10+)
		• Firefox
2.	Click link to access Ask My GP:	https://my.askmygp.uk/?c=W98046
3.	Click "Login to consult your GP"	
	button:	Welcome to askmvGP
		Get help from your practice on any matter, we respond in working hours.
		Please note that we allocate patient requests received via askmygp between 08:30 and 10:30am and 1:30 and 4:00pm on a daily basis Monday to Friday. If you submit a request outside of these times, then these will be dealt with in the next available clinical session. If you have an
		urgent medical need outside of these times, then please call the surgery on 01639 509050.
		Enter your problem heading. Please be specific.
		50 characters left. You may add more detail later.
		NHS self help
		Login to consult your GP
4.	Click "Sign up as a new user"	
	button:	
		Do you have an askmyGP login? This is not the same as other GP online services you may use.
		Sign up as a new user
		Login existing user
5.	Enter all of your personal	Sign up to askmyGP
	information in the relevant boxes	You can do it here and now. Your email address may be used only once.
	on the sign up form:	First Name(s) *
		Surname *
		Phone Number
		Alternative Phone Number
		Postcode *

6.	Enter your email address in the	
	box on the signup form:	Email *
	Please note: personal email	
	address's can only be registered	
	on "Ask My GP" once, if you wish	
	to submit requests for a family	
	arranged after your account has	
	been created.	
7.	Create and enter a password that	
	will meet the complexity criteria,	
	as indicated by the GREEN status	Password *
	bars.	Moderate
	Note: using a minimum of 10	show
	characters, which includes	
	uppercase, lowercase, numbers	
	and a special character	
	(£,\$,%,#,&) will usually work.	
8.	Check the box (highlighted	
	yellow) to accept the "End-user	
	licence agreement":	
	Notor you can click the link if you	Please accept The end-user licence agreement
	wish to read the licence	
	agreement before accepting.	
9.	Click the "Confirm" button to	Please accept The end-user licence agreement
	complete the registration	
	process:	Committee
		Privacy Policy We may email you concerning your personal requests. We may process your personal data, which may
		be shared in anonymised form for research purposes. We do not email patients for marketing purposes or pass your personal details to third parties.
10.	Once logged in from the "Home"	New Request
	screen you can add a new	Vicial part requests
	vour details or add registered	
	patients that you care for:	
		Patients I care for
	Note: to access the system menu,	
	horizontal blue lines next to the	
	help (?) button as shown:	
11.	Finally when adding a new	
	request, select asking as a "natient" for yourself or "parent	
	or carer" on behalf of someone	
	else:	
		I am asking as a
		Patient
		Parent or Carer