

# UAUC Online Reporting System

## User Guide for New User Registration

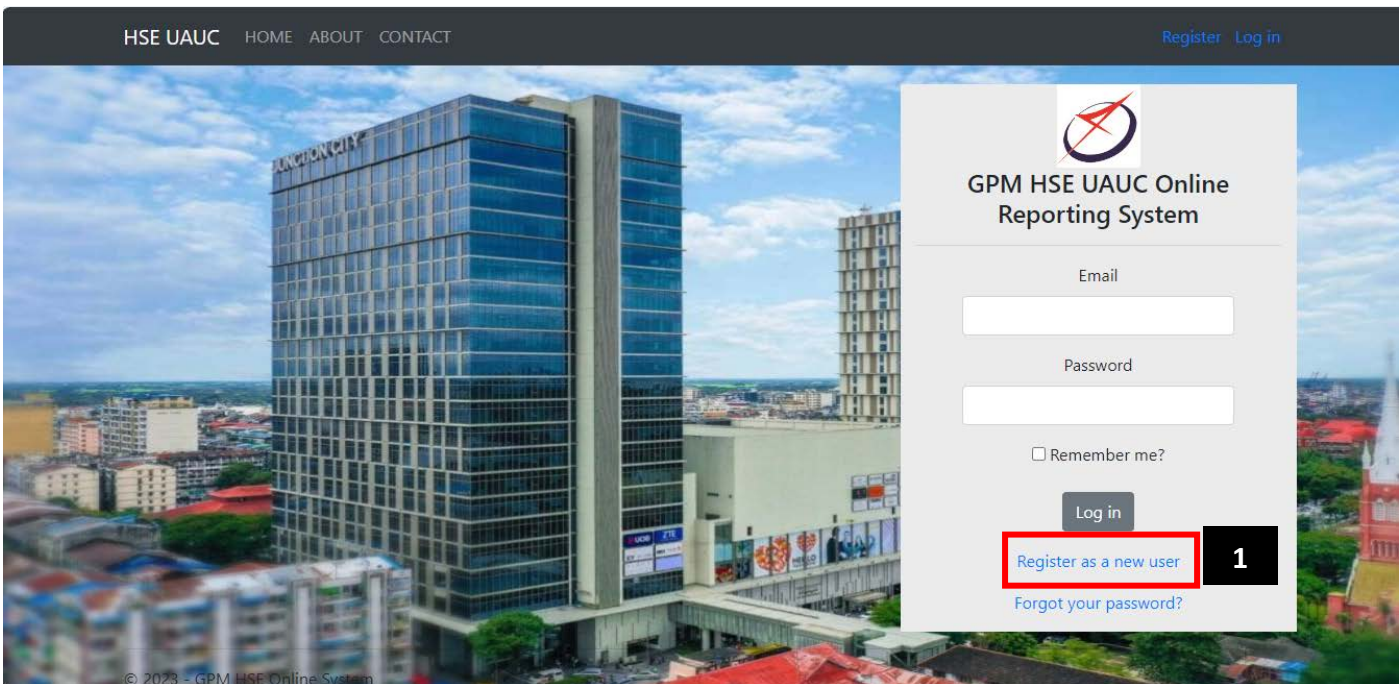
1. Go to [www.gpmhseonline.com](http://www.gpmhseonline.com)

**1** Click on **Login** to UAUC Online Reporting System.



2. Create new user to use the system

**1** Click on **Register as new user** to create user



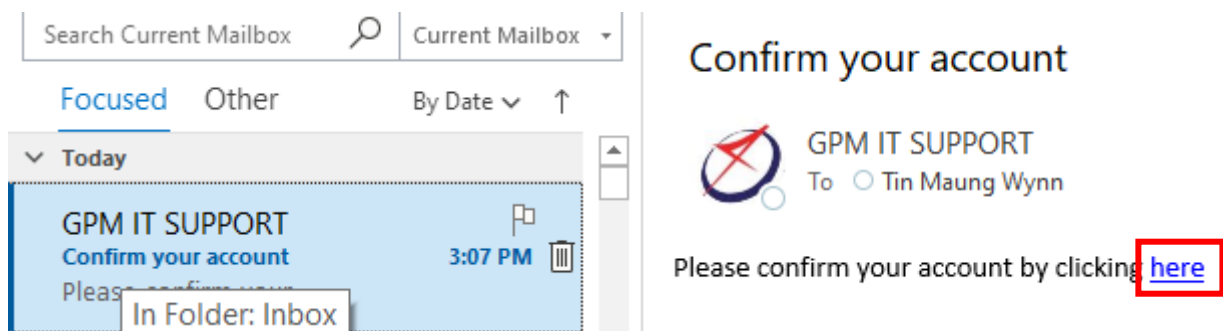
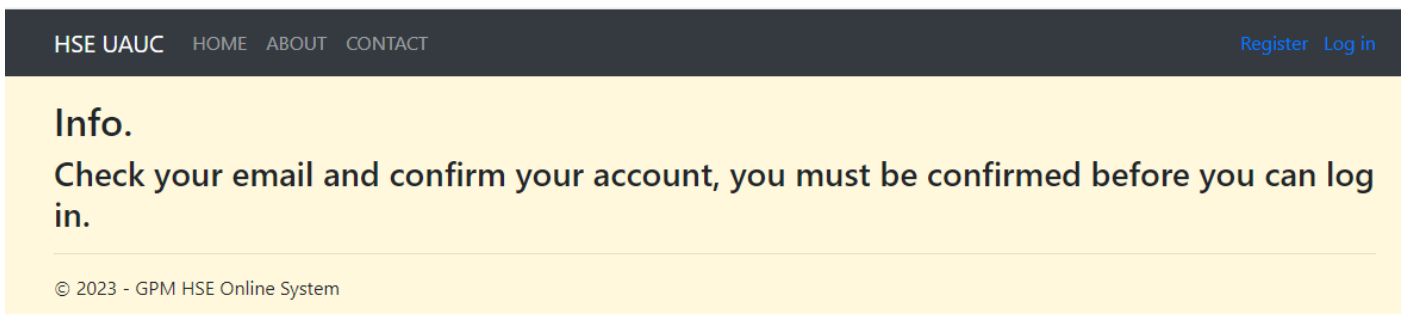
### 3. Fill new user registration form

Click on **Register** button after filling the required fields.

The screenshot shows a registration form on a website with a dark header. The header contains the text "HSE UAUC" followed by navigation links "HOME", "ABOUT", and "CONTACT". On the right side of the header are links for "Register" and "Log in". The form fields are as follows: a text input for the name "Tin Mg Win"; an email input with "tinmaung.wynn@gulfpetroleumm.cc"; two password inputs, both masked with "\*\*\*\*\*"; a company input with "GPM"; a department input with "M&E"; and an employee type dropdown menu with "GPM" selected. A "Register" button is located at the bottom left of the form and is highlighted with a red rectangular box.

### 4. System will prompt to confirm user registration from email.

Check email and to confirm the user registration process, click **here** link in the email body.



5. Final step to confirm new user registration is to click **Click here to Log in** link.

Then user can **login** by entering email and password.

