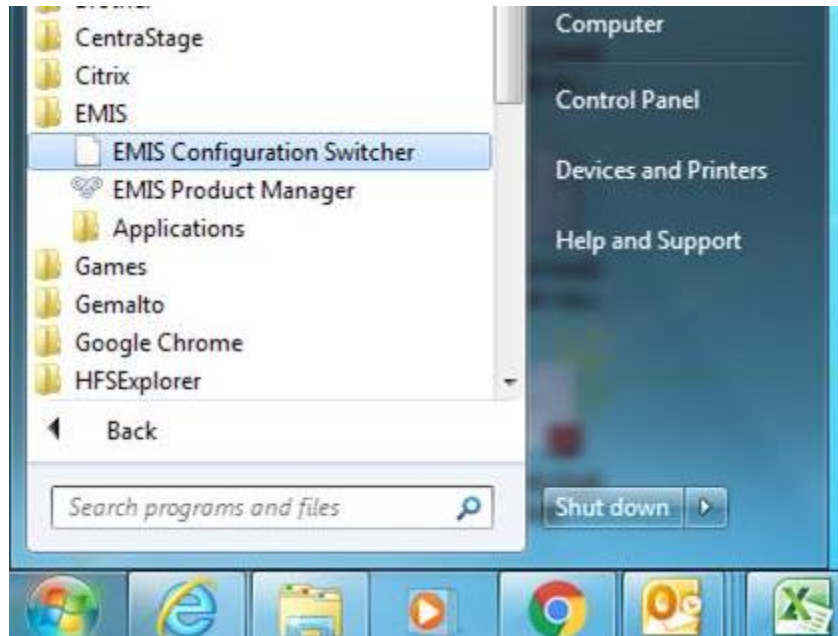


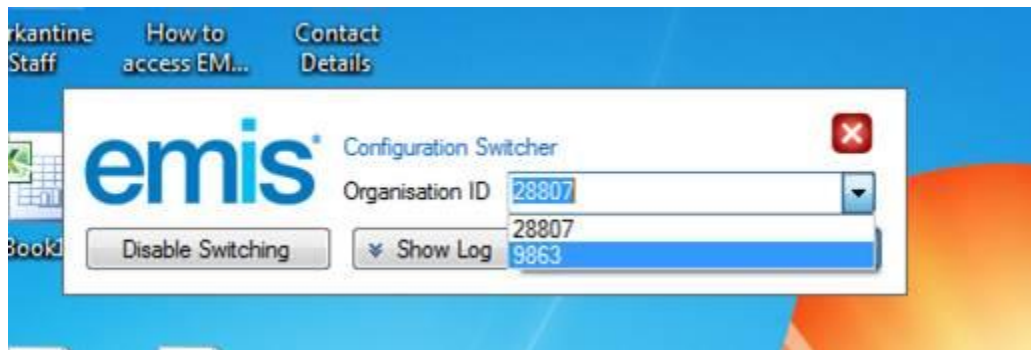
How to log into Hub EMIS CDB: 28807

To ensure you are using the right EMIS Web for the Hubs; please log in using *EMIS Configuration Switcher* from **Start** key.

1. Click on start and then select All Programme
2. Select EMIS and then EMIS Configuration Switcher (as shown below).



3. Please choose between options or type in the organisation code;
Emis Web GP Hub: 28807



4. When using the Hub EMIS please take your smartcard off and login using username and password provided.
5. If you are unable to access the Enable Switching button please click on Disable Switching and wait for it to disable and then the Enable Switching button will appear.
- 6.