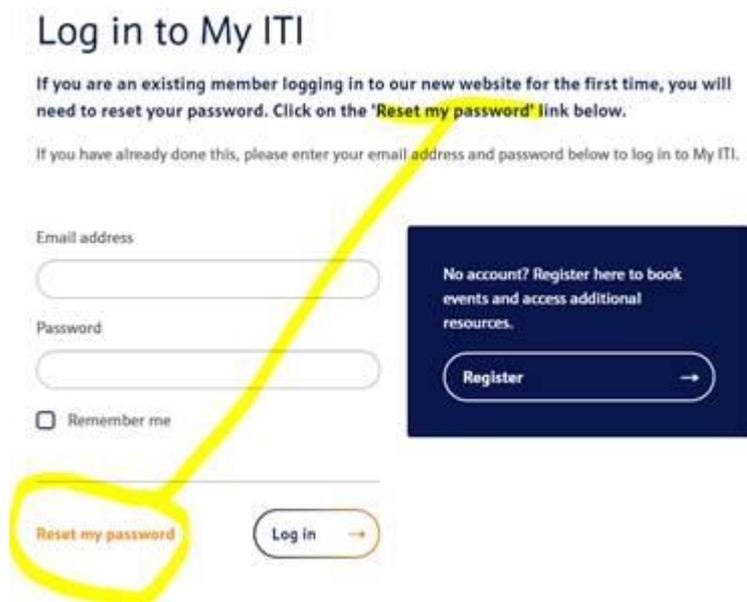


## How to log in to My ITI

If you have not logged into My ITI since July 2020, when our new website was launched, the following instructions will help you log in for the first time and access all the content in My ITI.

1. Go the [ITI home page](#) and click on the Log in button  on the right-hand side of the screen.
2. You now need to reset your password. On the following screen just click the Reset my password link at the bottom of the screen. **Leave the email address and password boxes blank.**



3. On the next screen – Password reset - you need to add in your email address and click Next. This should be the email that you use to receive communications from ITI. If you wish to change that email you can do that once you have logged in for the first time.

You're here: [Homepage](#) → [Login](#)

## Password reset

Please enter your email address below and click on the 'Next' button.

You will receive an email with a verification code. Please check your inbox and spam folder. The code will expire after one hour.

Email address \*

[← Back](#)

[Next →](#)

- You will be sent a verification code to the email you entered. It should only take a few moments and if it doesn't appear in your inbox, do check your spam and junk boxes as these emails do sometimes end up there.

Once you have found your verification code, go back to the password reset screen, fill in the box and click Next.

## Password reset

Please enter the verification code that we have sent to the email address you provided. Please check your Spam/Junk folder.

Verification code

[Resend code](#)

- Then you need to create a password and confirm in the second box. You will see on the screen instructions about how many and the type of characters to use.

You're here: [Homepage](#) → [Login](#)

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## Set password

Your password must contain:

8 or more characters, including at least 1 upper case letter and at least 1 number.

Password \*

Confirm password \*

- You will then be able to update your preferences and access the My ITI content.

## What can I access in My ITI

I would recommend taking a few minutes to explore some of the content that is available to you as a member. Here are a few pointers and the Menu options to look in:

**My profile** – You can find details about membership category and when your subscription ends. You can also update your contact details and Directory profile if you are an MITI or FITI.

**My membership** – Download your membership logo, find out about upgrading and certification seals.

**My benefits** – Explore the range of membership benefits available to you from the legal helpline, access to Experian checks and model terms of business, and details of a raft of discounts on computer software and equipment, books and insurance.

**Learning Hub** - Access the full Webinar library, the ITI Bulletin online and recordings of previous Virtual Coffee mornings. Read the support information about Brexit and access the Knowledge Hub and Events calendar from here.

**My CPD** – Find out about CPD, log your time and download a certificate each year. If you are an MITI or FITI you can also access details about the ISO Qualified status.

**My invoices** – You can see and download invoices, both due and paid, for your annual subscription and ITI training events that you have booked or attended.