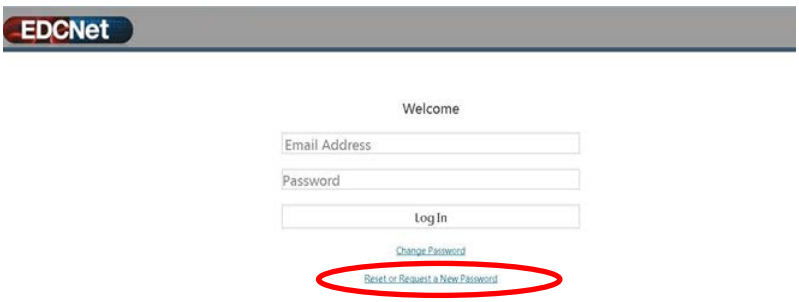
Requesting/Resetting EDCNet Password

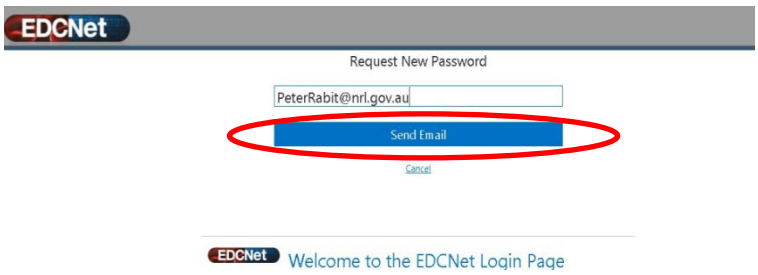
Every QConnect member that enters EDCNet data will need to follow the instructions below to access the new EDCNet data entry portal and generate a new password:

1. On the NRL website (www.nrlquality.org.au) locate the EDCNet icon in the top right hand corner of the website page. Simply click on this icon.
2.

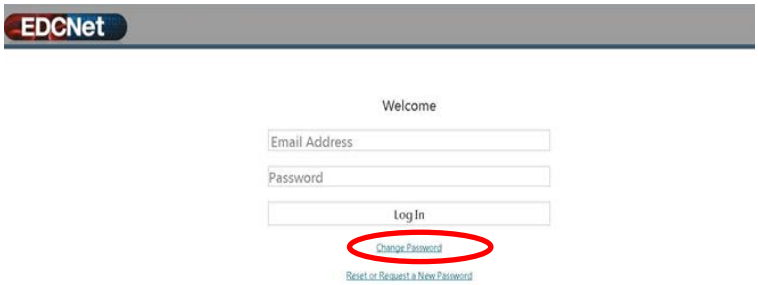
3. You will be taken to a new EDCNet webpage (below). **Without entering any information** and for this first time *only,* click on "Reset or Request a New Password"



4. You will be taken to this next screen (below) where you need to **add your email address** and click on "Send Email". An email will be sent to you with a new automated temporary password.

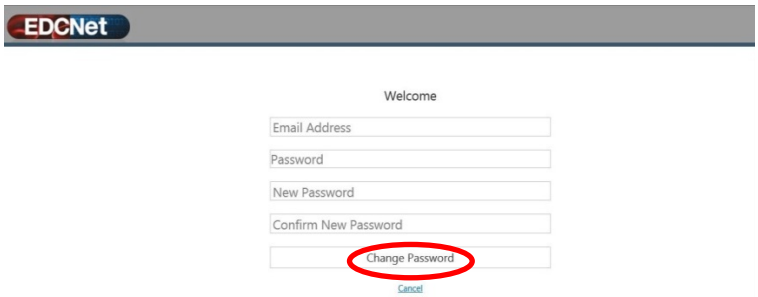


5. Once you have received this temporary password, please return to the EDCNet login site and click on "Change Password" to create your own customised password (below).

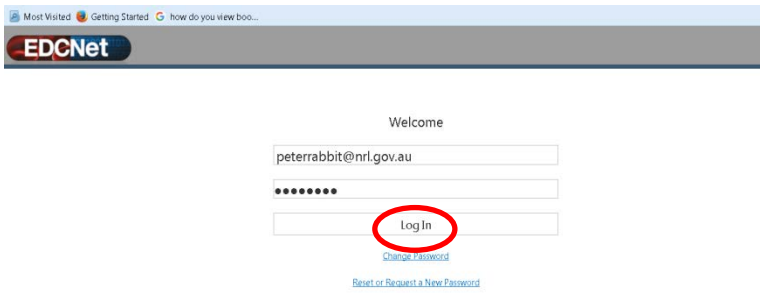


6. On this webpage (below), please enter your email address, password (i.e. temporary password just received) and enter your new password. This should be a minimum of 8 characters and

include 1 numeral and 1 alpha value. Once you have completed these steps click on “Change Password”.



7. You will be redirected to the EDCNet Welcome page. Here, you need to enter your email address and new password and click on “Log In”. You can now enter your EDCNet data as per normal.



8. From this time onward you only ever need to click on the EDCNet icon on the QConnect Welcome page and enter your email address and user password to gain access to EDCNet.