



# iECHO Instructions for Email-Based Registration

The following slides provide instructions for creating an iECHO account. Once your account is set up, you will be able to:

- Access all ECHO Projects that you have registered to join!
- Access all content for your specific ECHO Projects
  - Didactics
  - Recordings
  - Supplemental Materials

iECHO will send an email reminder with a direct Zoom link 30 minutes before your session starts.

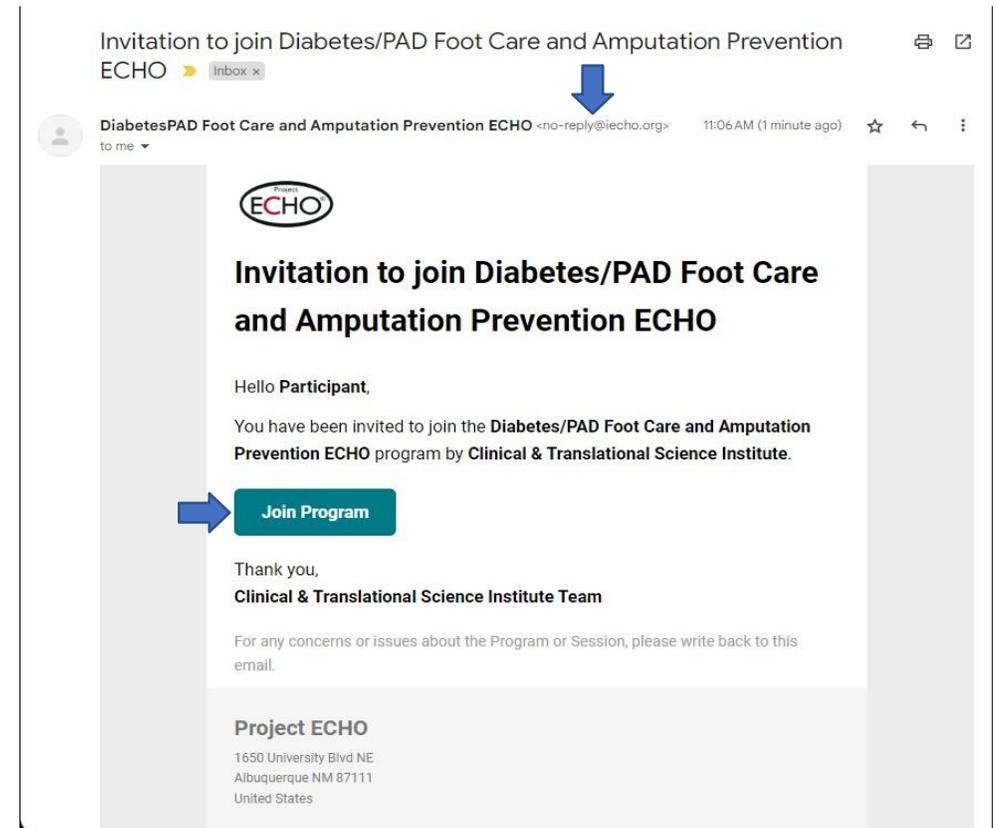
**\*\*\*Please note that the only way to set up an account is via email, the phone number method is not available in the United States\*\*\***



# iECHO Instructions for Email-Based Registration

- 1) Check your email for an invitation email from (ECHO Program Name - [no-reply@iecho.org](mailto:no-reply@iecho.org)) and click “Join Program”

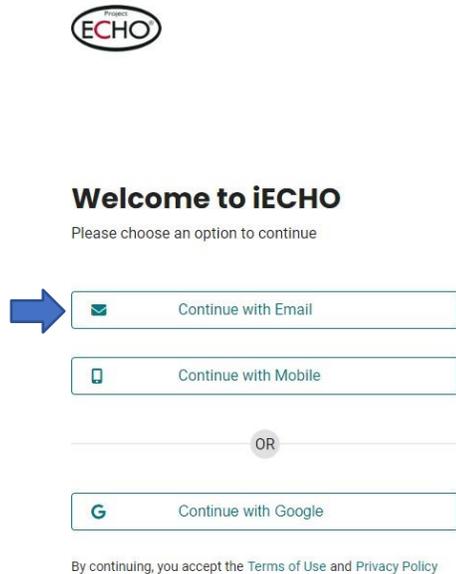
\*If you did not receive the email invite, try checking your spam folder. If you cannot find the invite and/or access the iECHO website, please contact [echo@cancer.org](mailto:echo@cancer.org).



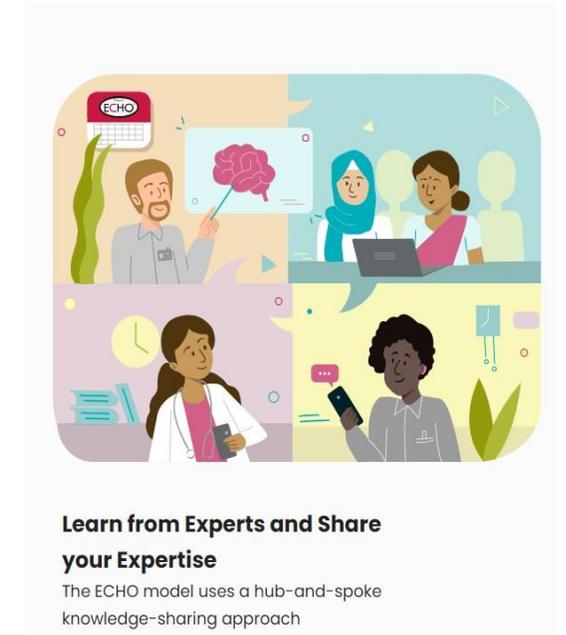
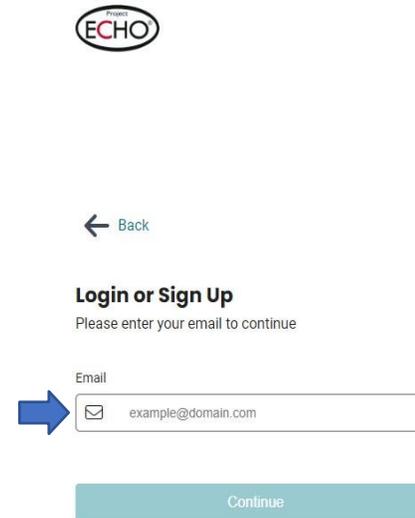


# iECHO Instructions for Email-Based Registration

2) You will be redirected to the iECHO website, click “Continue with Email”



3. Please enter your preferred email address to use when signing into the account (personal or work)





# iECHO Instructions for Email-Based Registration

- 4) Enter personal details: Name & Gender
- 5) Create a secure password that will be easy for you to remember (but hard for an attacker to guess)

Your password must meet the following criteria:

- ✓ At least 10 characters
- ✓ At least one upper-case character (Capital letter e.g. A, B, C, --, Z)
- ✓ At least one numeric character (Numbers e.g., 1,2,3,4, --, 0)

Project ECHO

← Back Steps 1 of 2

### Personal Details

Please enter your details to continue

\* Marked fields are mandatory

First Name\* Last Name

First name cannot be empty

Gender\*

Select

Create Password\*

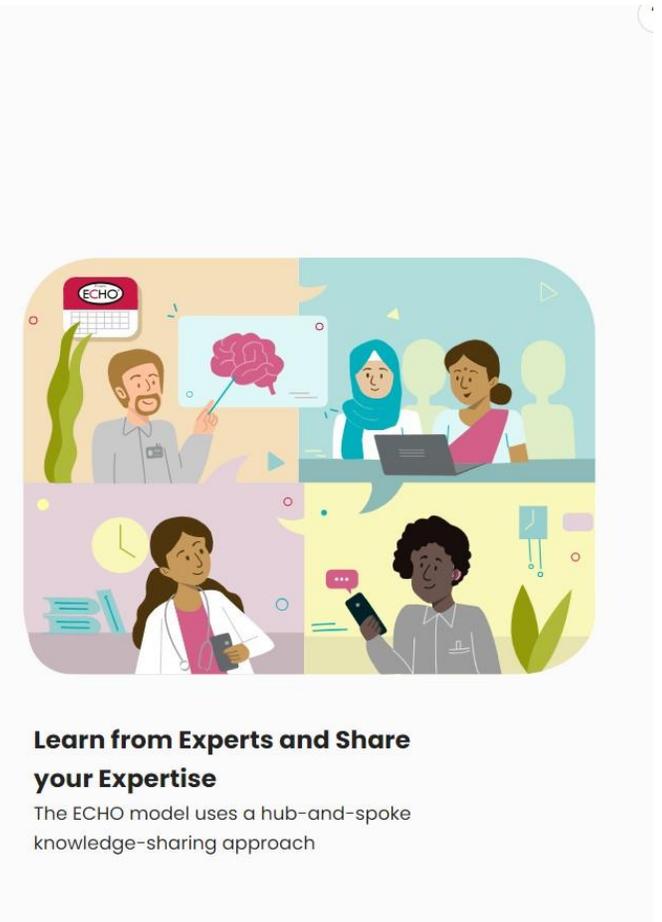
MobileOptional

+1

Due to regulatory limitations in sending SMS messages, we are unable to accept mobile number based registration in your region. Please use your email for registration.

I have read and agree to the Terms of Use & Privacy Policy

Agree & Continue





# iECHO Instructions for Email-Based Registration

- 6) Check the box next to the [Terms of Use](#) and [Privacy Policy](#) and click “Agree & Continue”

\*By completing the registration, you are accepting iECHO's legal terms. We take data protection and data privacy very seriously at ECHO. If you have any concerns regarding legal or data privacy, write to us at [privacy@iecho.org](mailto:privacy@iecho.org).

From **ECHO**

← Back Steps 1 of 2

### Personal Details

Please enter your details to continue

\* Marked fields are mandatory

First Name\*  Last Name   
First name cannot be empty

Gender\*

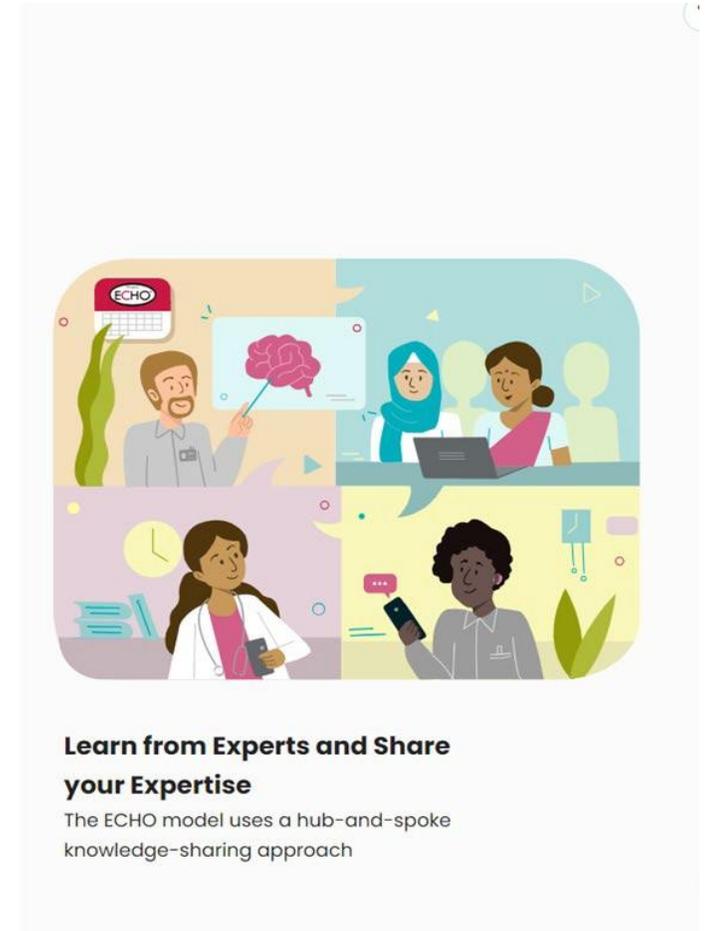
Create Password\*

MobileOptional

Due to regulatory limitations in sending SMS messages, we are unable to accept mobile number based registration in your region. Please use your email for registration.

I have read and agree to the [Terms of Use](#) & [Privacy Policy](#)

Agree & Continue





# iECHO Instructions for Email-Based Registration

7) On completion of the above steps, the platform will ask users to fill in professional profile details.

\*This is an automated list. We do not require specific details; a general description is sufficient.

The screenshot displays the iECHO registration interface. At the top left is the Project ECHO logo, and at the top right is a user profile for 'JM Jay Mason'. The main content area is titled 'Professional Details' and includes the instruction 'Tell us more about yourself'. A note states '\* Marked fields are mandatory'. There are two mandatory fields: 'Profession\*' with a search box containing 'eg: Nurse, Doctor, Teacher' and a blue arrow pointing to it, and 'Institute/Workplace\*' with a search box containing 'e.g. PHC Raipur, Kailash Hospital, St. Thomas S'. Below these fields is a link: 'Can't find your institute in the above list? Add New Institute/Workplace'. A 'Save' button is at the bottom. To the right is a promotional graphic with the text 'Learn from Experts and Share your Expertise' and 'The ECHO model uses a hub-and-spoke knowledge-sharing approach'. The graphic shows four panels of healthcare professionals interacting with technology and each other.



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- 8) Lastly, please enter your organization
- Cross-check the address to ensure the correct organization is selected
  - If your organization does not auto-populate, you will need to add it by:
    - Clicking “Add New Institution/Workplace”
    - Entering the full name of your organization, do not use abbreviations

Project ECHO

Steps 2 of 2

**Professional Details**  
Tell us more about yourself

\* Marked fields are mandatory

Profession\*  
Your job/ field of work

Institute/Workplace\*  
Center/ Site where you are stationed/employed at  
  
Can't find your institute in the above list? [Add New Institute/Workplace](#)

Save

**Learn from Experts and Share your Expertise**  
The ECHO model uses a hub-and-spoke knowledge-sharing approach



# iECHO Instructions for Email-Based Registration

**You are now all set up!**

If you have any issues or questions regarding the new iECHO system, please email [echo@cancer.org](mailto:echo@cancer.org).

If you would like to see a video showing you the steps for making an iECHO account, please use the following link: [Registration through Email Invite Video](#)

**Thank you!**