

Academics - Logging In

Introduction

The Leicester Biomedical Research Centre (BRC) Academics application helps to compile information and statistics about researchers within the BRC and their publications.

To access the application go to the following web page: <https://academics.lbrc.le.ac.uk>

Logging In Using a University of Leicester Account

If you are not already logged in you will be presented with the login screen as below

The image shows a login screen for the University of Leicester. At the top left is the University of Leicester crest, which is a red shield with a white book and a red 'U' inside. To the right of the crest, the text 'UNIVERSITY OF' is in blue and 'LEICESTER' is in red. Below the crest and text, there is a blue link that says 'Log in using a University of Leicester email address and password.' and a green link that says 'If you do not have a University of Leicester account Login Here'. Below these links are two input fields: 'Email Address' and 'Password'. To the right of the 'Email Address' field is a small icon of a person with a red 'X' over it. Below the 'Password' field is a 'Remember Me' checkbox. At the bottom right is a green 'Login' button.

If you have a University of Leicester account, enter your UoL email address and password into this screen and click the Login button.

Logging In Without a University of Leicester Account

If you do not have a University of Leicester account, you will need to have an account created for you by a member of BRC Health Informatics Platform (HIP).

Once an account has been created for you you can log into your account by following the green link from UoL account login screen (see below).



UNIVERSITY OF LEICESTER

Log in using a University of Leicester email address and password.

If you do not have a University of Leicester account [Login Here](#)



Remember Me ☐

Login

You will then be shown the application account login screen:

NIHR | Leicester Biomedical
Research Centre

Log in using an application password.

If you have a University of Leicester account [Login Here](#)



Remember Me ☐

First Login

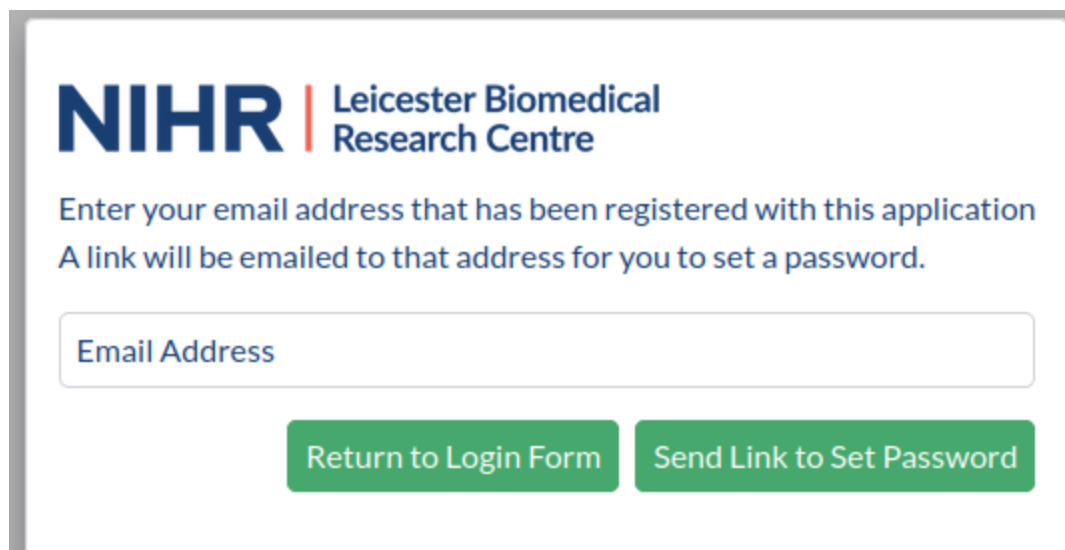
Forgotten Password

Login

If you have already set your password, enter your email address and password in the screen and click the Login button.

First Login and Setting Your Password

If this is the first time you are attempt to login, you must first set up a password. To do this click on the First Login button from the application account login screen (shown above). You will then be shown the form below.



The form is titled "NIHR Leicester Biomedical Research Centre". It contains the following text: "Enter your email address that has been registered with this application" and "A link will be emailed to that address for you to set a password." Below this text is a text input field labeled "Email Address". At the bottom of the form are two green buttons: "Return to Login Form" and "Send Link to Set Password".

Enter the email address that has been used to set up your account and click the Send Link to Set Password button. If the email address is recognised, you will be send an email containing a link to set your password, like the one below.

NIHR Leicester BRC Academics Password Reset

You have requested a link to reset your password for the NIHR Leicester BRC Academics application. Click the following link or copy it and paste it into a web browser:



Click the link (pixelated in the image above) or paste it into your web browser. You will be shown the following page to set your password.

Your new password must contain at least one of each of the following characters

- Lowercase letter
- Uppercase letter
- Punctuation character



Reset Password

Enter and confirm your new password, making sure to follow the requirements stated on the form.

Forgotten Password

These instructions are only for resetting an application account password. If you have forgotten your University of Leicester password, please contact the University of Leicester IT support

If you have forgotten your password, you can get a link to set a new password by clicking on the Forgotten Password button Forgotten Password button on the application account login screen (see below)

Log in using an application password.

If you have a University of Leicester account [Login Here](#)

Email Address



Password

Remember Me ☐

First Login

Forgotten Password

Login

You will then be shown the form below:

Your new password must contain at least one of each of the following characters

- Lowercase letter
- Uppercase letter
- Punctuation character

New Password



Confirm New Password

Reset Password

Enter the email address that has been used to set up your account and click the Send Link to Set Password button. If the email address is recognised, you will be send an email containing a link to set your password, like the one below.

NIHR Leicester BRC Academics

Password Reset

You have requested a link to reset your password for the NIHR Leicester BRC Academics application. Click the following link or copy it and paste it into a web browser:



Click the link (pixelated in the image above) or paste it into your web browser. You will be shown the following page to set your password.

The screenshot shows a web form for password reset. At the top left is the NIHR Leicester Biomedical Research Centre logo. Below the logo, a blue instruction states: 'Your new password must contain at least one of each of the following characters'. This is followed by a bulleted list: 'Lowercase letter', 'Uppercase letter', and 'Punctuation character'. There are two input fields: 'New Password' and 'Confirm New Password'. The 'New Password' field has a small icon of a person with a red 'x' next to it. At the bottom right of the form is a green button labeled 'Reset Password'.

Enter and confirm your new password, making sure to follow the requirements stated on the form.

Changing Your Password

These instructions are only for changing an application account password. If you would like to change your University of Leicester password, please contact the University of Leicester IT support

To change your password select the Change Password item from your user account menu in the application (see below).

Academics

Search Academic Name

Cle

Theme

Change Password

Log Out

If you do not see the Change Password item, you must have logged in using a University of Leicester account and that password cannot be changed using this method.

After clicking the Change Password item you will be shown the change password form.

Change Password

Your new password must contain at least one of each of the following characters

- Lowercase letter
- Uppercase letter
- Punctuation character

Current Password



New Password

Confirm New Password

Cancel

Change Password

Enter your existing password and enter and confirm your new password, making sure to follow the requirements stated on the form. Click the Change Password button to change your password.