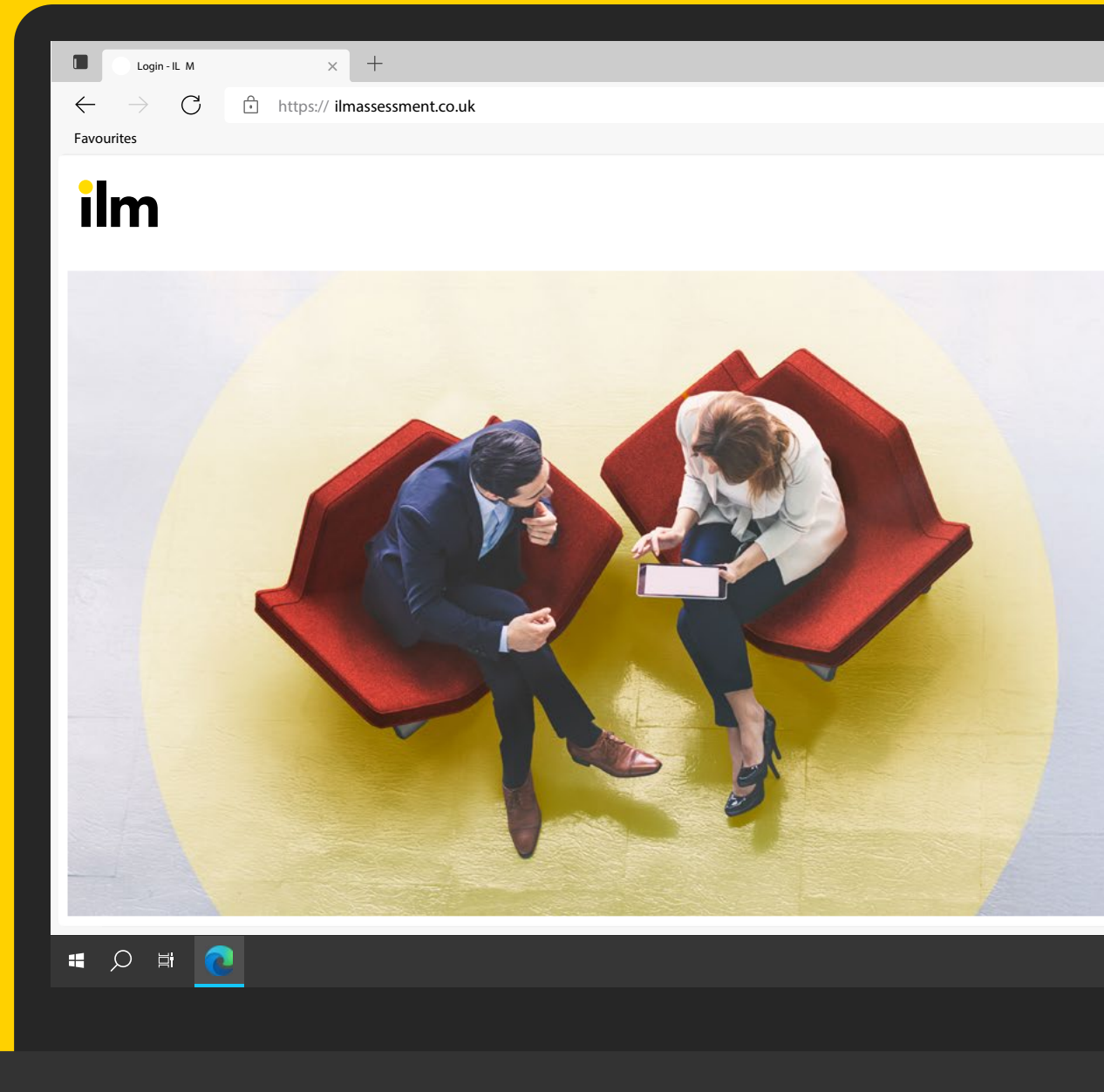




How to set up an account

Self-registration for existing user
1st time login



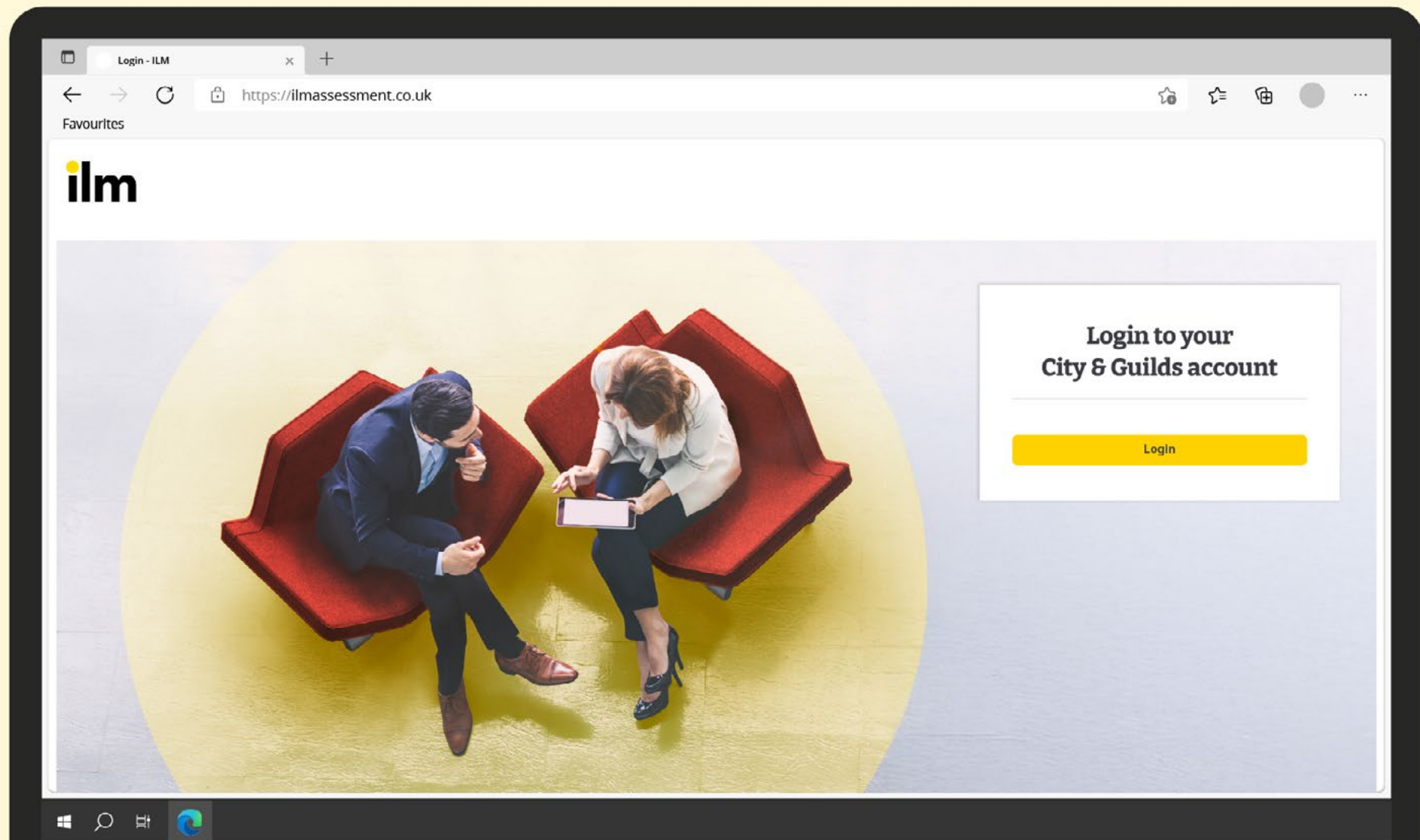
1.

First, you will receive an email from ILMA with a link inside prompting you to setup an account, click the link in the email to be taken to the platform.

<https://www.ilmassessment.co.uk/>

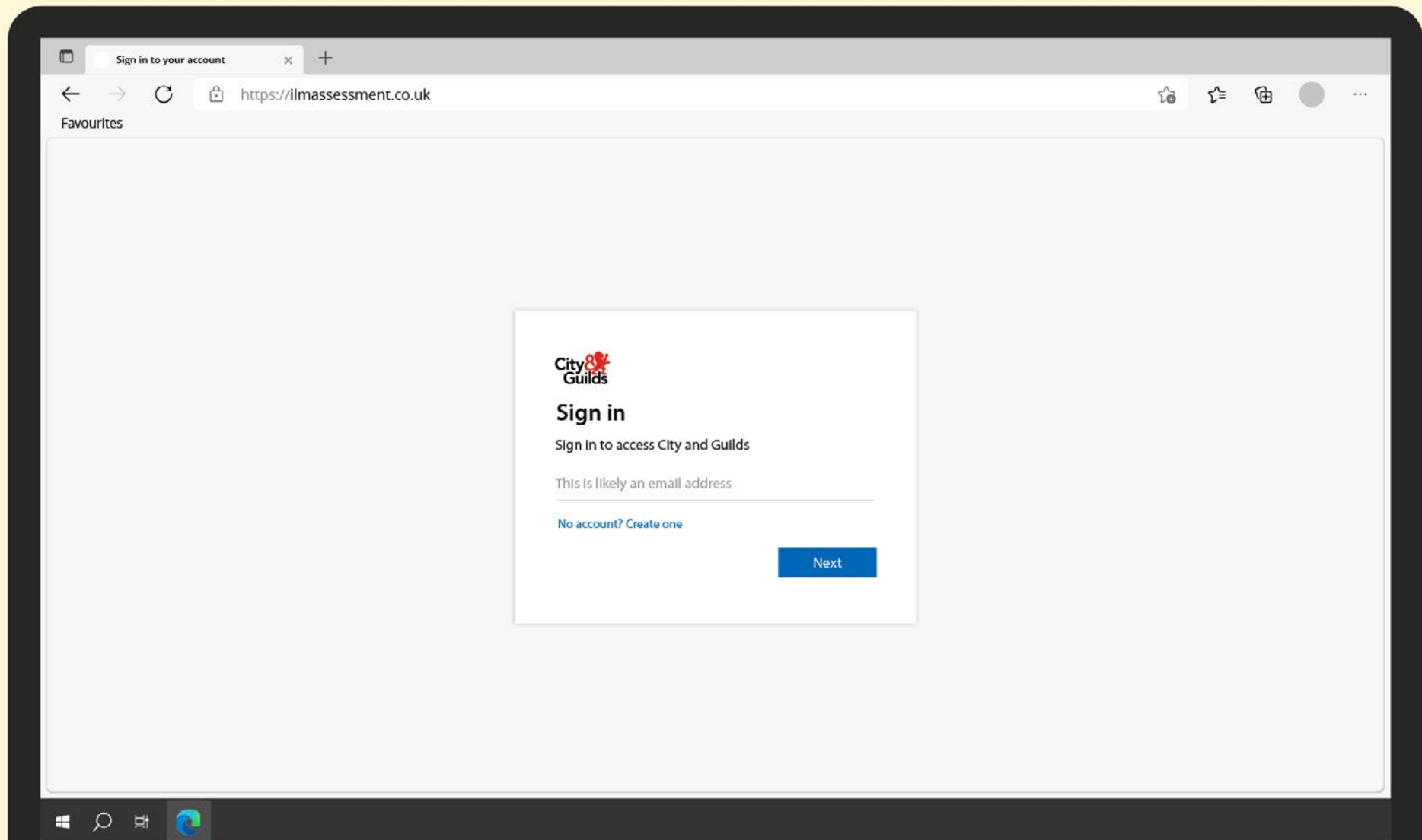
2.

Click 'Login'.



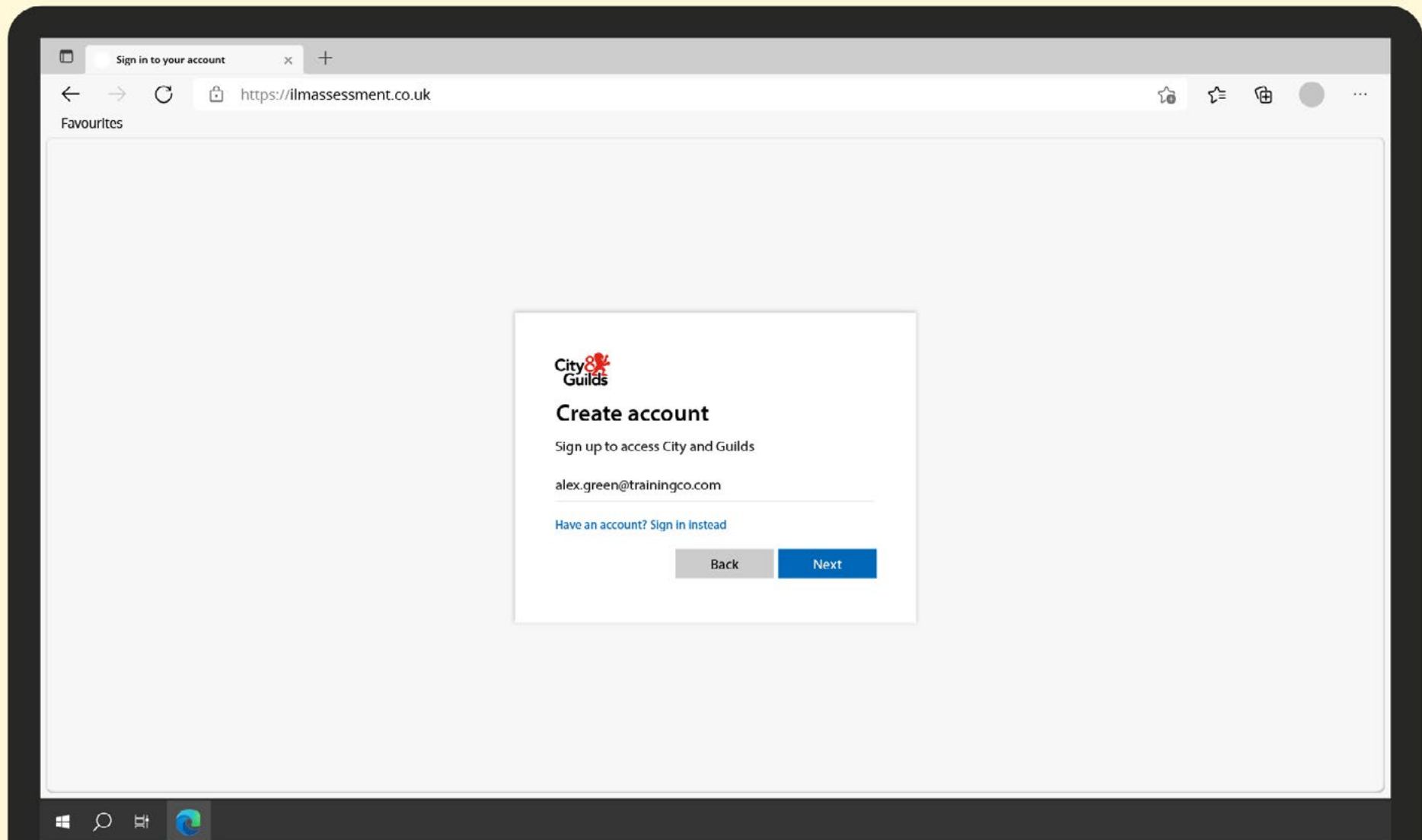
3.

Click the 'No account? Create one' link to start the process of account setup.



4.

Enter your email, then click 'Next'.



5.

You will receive an email with an account verification code. Copy the code from the email.

City and Guilds

Account verification code

To access **City and Guilds** apps and resources, please use the code below for account verification. The code will only work for 30 minutes.

Account verification code:

13476842

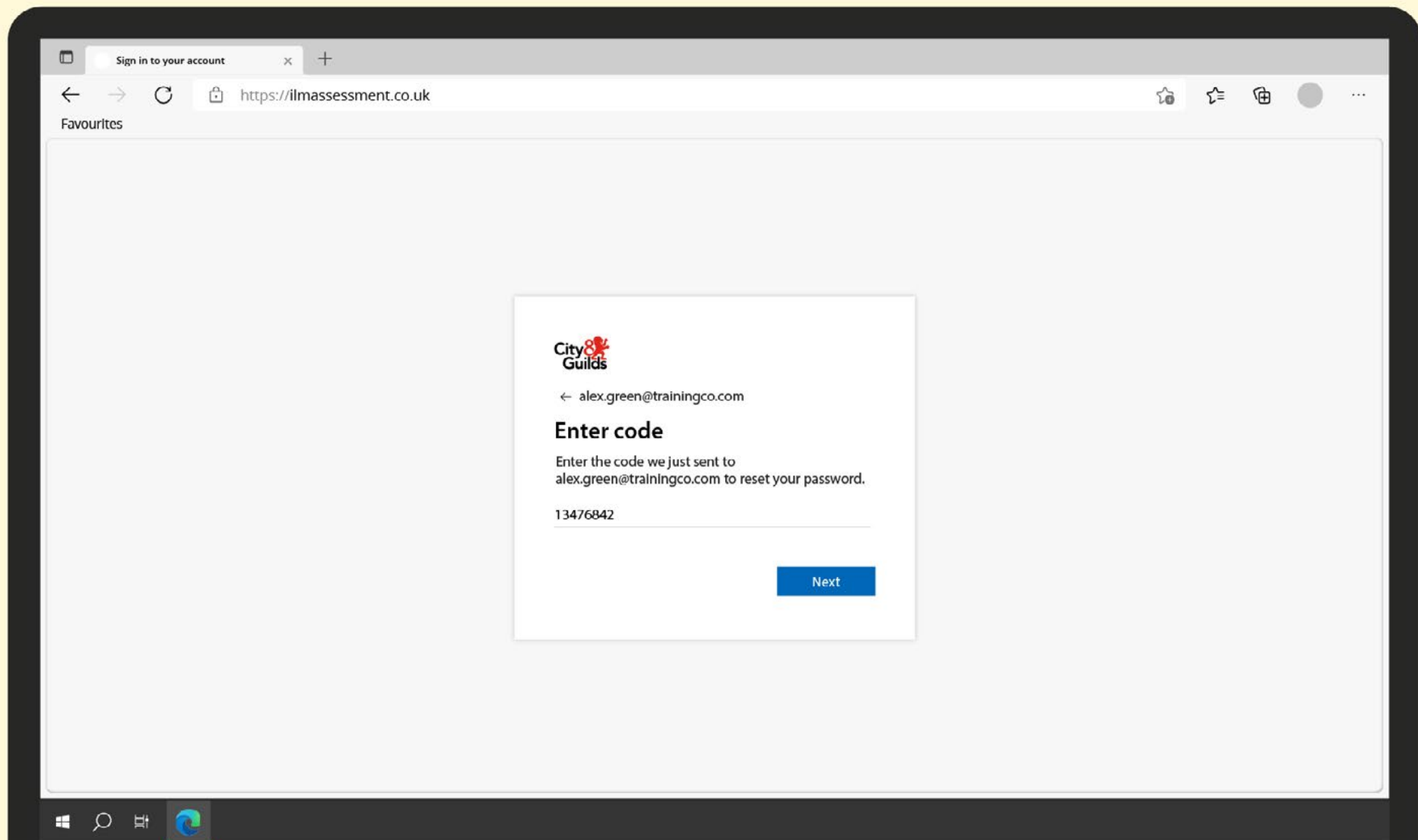
If you didn't request a code, you can ignore this email.

[Privacy Statement](#)

Microsoft Corporation, One Corporation Way, Richmond, WA 98052

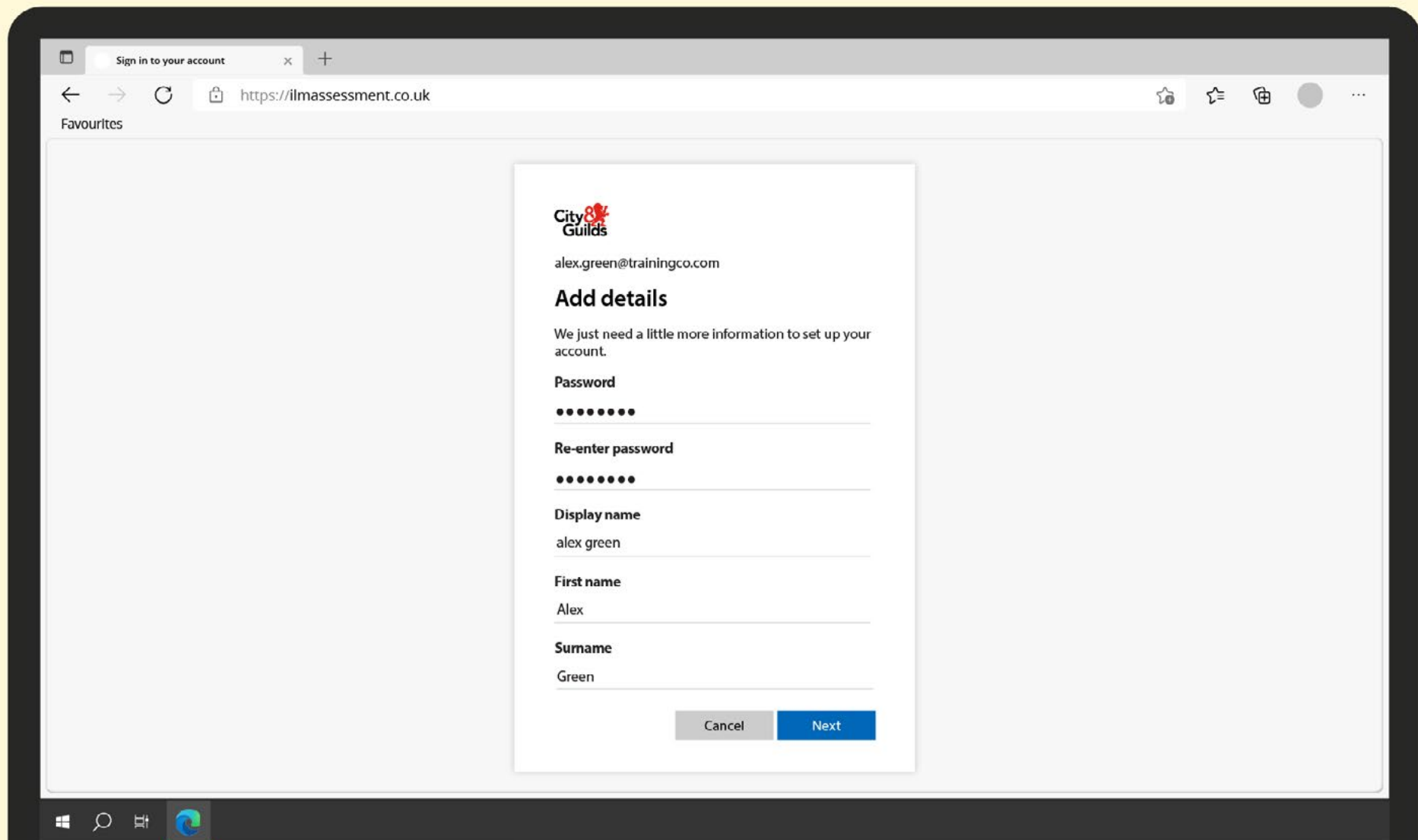
6.

Enter the account verification code where prompted and click 'Next'.



7.

Fill in your details. This step keeps your login details consistent across City & Guilds platforms. Click 'Next' to sign in.



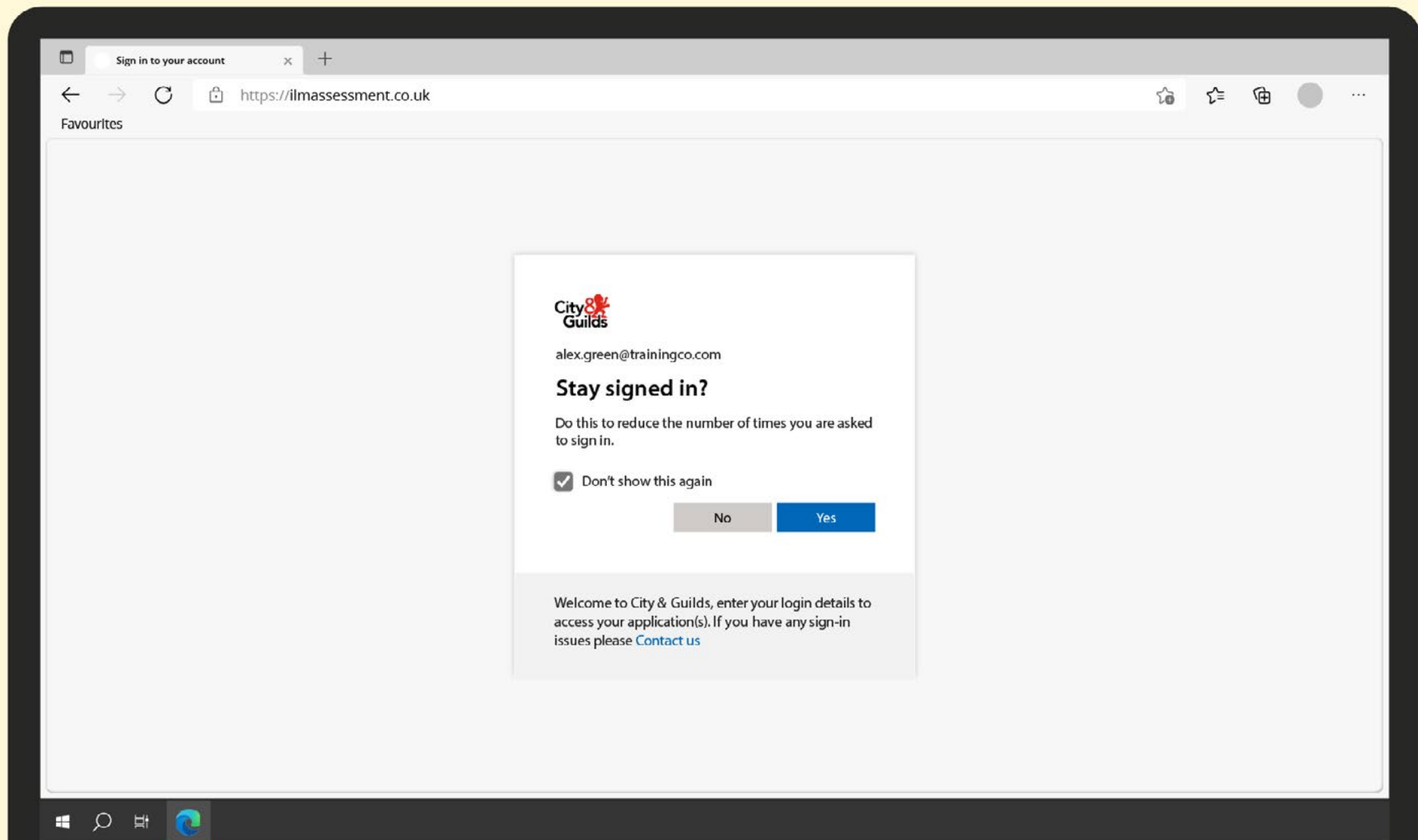
The screenshot shows a web browser window with the address bar displaying <https://ilmassessment.co.uk>. The page title is "Sign in to your account". The main content area features the City & Guilds logo and the email address `alex.green@trainingco.com`. Below this, the heading "Add details" is followed by the text "We just need a little more information to set up your account." The form contains the following fields:

- Password**: A text input field with masked characters (dots).
- Re-enter password**: A text input field with masked characters (dots).
- Display name**: A text input field containing the value "alex green".
- First name**: A text input field containing the value "Alex".
- Surname**: A text input field containing the value "Green".

At the bottom of the form, there are two buttons: "Cancel" and "Next". The "Next" button is highlighted in blue.

8.

Select 'Yes' to stay signed in for easy access next time.



9.

You are now successfully logged in!

The screenshot shows a web browser window with the URL <https://ilmassessment.co.uk>. The page features the ILM logo and navigation links for **ASSESSOR DASHBOARD**, **MANAGE**, and **LEARNER**. The main section is titled **List of Assessments - Assessor** and includes a **Clean Filter** button. Below this is a table with the following columns:

ID ▼	Batch ▼	Assessor SLA ▼	Centre ▼	ENR ▼	Learner ▼	Unit ▼	Type ▼	Lead Assessor		Assessor		Status ▼	Action
								Result ▼	Mark ▼	Result ▼	Mark ▼		

The table body is currently empty.



About ILM

ILM, a City & Guilds brand, is the leading specialist in leadership, management, coaching and mentoring qualifications in the UK. ILM offers a specialist suite of qualifications ranging from Level 2 to Level 7, which are awarded by The City and Guilds of London Institute. ILM also specialises in assessment, learning content, and accreditation of training.

We believe that great leaders can come from anywhere. Developing great leaders at all levels is what makes organisations great places to work and with the right support, anyone can grow and develop to make a real difference. Which is why we help people at every stage of their careers to realise and apply their potential, so that the organisations they work for can reap the benefits.

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