

# WCG Connexus® - Registration Help Guide

## Registration Help

To register for an account in WCG Connexus® access the main login and registration page at <https://connexus.wcgclinical.com>.

In the Create New Account box, select a username that meets the criteria explained below the username field. Enter and confirm your email address. Click the Register button.

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### Create New Account


Register below to create a new account and start using the portal.

Username:  \*

Username should be of minimum 5 and maximum 20 characters, should NOT have spaces and special characters (such as ~!@#%&\*()\_+{ } etc.)

E-mail ID:  \*

Confirm E-mail ID:  \*



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On the Registration Form screen, complete the required fields. Required fields are identified by a red asterisk.

Connexus<sup>™</sup> Registration Form

**User Information**

User Name: DemoUser100

E-Mail Address: email@email.com

Prefix:

First Name:  \*

Middle Name:

Last Name:  \*

**Company Information**

Company/Site:  \*

I Represent: CRO  \*

Phone:  \* Ext:

**Personal Information**

Country: UNITED STATES  \*

Address:  \*

City:  \*

State: Alabama  \*

ZIP/Postal Code:  \*

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Check that you accept the license agreement.

Enter the image and click the Complete Registration button.

A screenshot of a registration form. At the top, there is a checkbox labeled "I accept the site license agreement" which is highlighted in yellow. Below this is a CAPTCHA image showing the numbers "v9989" with a "Get New Image" link underneath. A text input field is positioned below the CAPTCHA, with a red arrow pointing to it from the right. Below the input field is the text "Enter code from image." At the bottom of the form are two blue buttons: "Cancel" and "Complete Registration".

I accept the site license agreement

v9989

Get New Image

Enter code from image.

Cancel Complete Registration

You will receive an email containing an activation link. Click the link, set your new password, and log in using that new password.

**Sent:** Thursday, June 25, 2015 1:58 PM  
**To:** [wqteam@liquidhub.com](mailto:wqteam@liquidhub.com); [gabugs@wirb.com](mailto:gabugs@wirb.com)  
**Subject:** Connexus - Registration Activation  
**Importance:** High

Connexus User Name: testuser100

Thank you for registering with Connexus.

**IMPORTANT:** To get started using Connexus, you must click the link below to activate your account and change your password.

Please do not bookmark this activation link or add it to your favorites.  
[https://qaconnexus.wcqclinical.com/Account/Activation.aspx?id=dGVzdHVzZXkMDA1JSP\\_h1PZBU1I1&ct=SSZ0UzEueC5WUFZVI3Zl0lw7dMJN4vMs1](https://qaconnexus.wcqclinical.com/Account/Activation.aspx?id=dGVzdHVzZXkMDA1JSP_h1PZBU1I1&ct=SSZ0UzEueC5WUFZVI3Zl0lw7dMJN4vMs1)

Please add the following link to your favorites to log in the next time you visit Connexus.  
<https://qaconnexus.wcqclinical.com>

If you have any questions please contact us at [connexushelp@wcqclinical.com](mailto:connexushelp@wcqclinical.com).

Your password will expire every 90 days, and you will be prompted to change it as the 90<sup>th</sup> day approaches.