



BNMS

BRITISH NUCLEAR MEDICINE SOCIETY

USER GUIDE BNMS Members Portal

BNMS MEMBER PORTAL USER GUIDE

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WELCOME

to the British Nuclear Medicine Society member portal; a new benefit which we think you will love!

Through the portal you can access member only forums enabling you to debate with industry peers, make recommendations, support colleagues and communicate about industry relevant topics, you can download documents from the library, book events, access surveys, manage your profile, your organisations contact details and your email preferences.

So that you can start enjoying this new benefit without delay we've produced this handy user guide to get you started and of course the BNMS team are always on hand to help you on 0115 7484 504.

So, lets log straight in!!!

1. Go to: <https://bnms.site-ym.com> and click on the 'sign in' link (top right hand side of your screen). (this is a provisional url which will be replaced with www.bnms.org.uk once the site has gone live)
2. Enter the user name you have been sent and generic password "Bnms1234"
3. Once logged in reset your password.

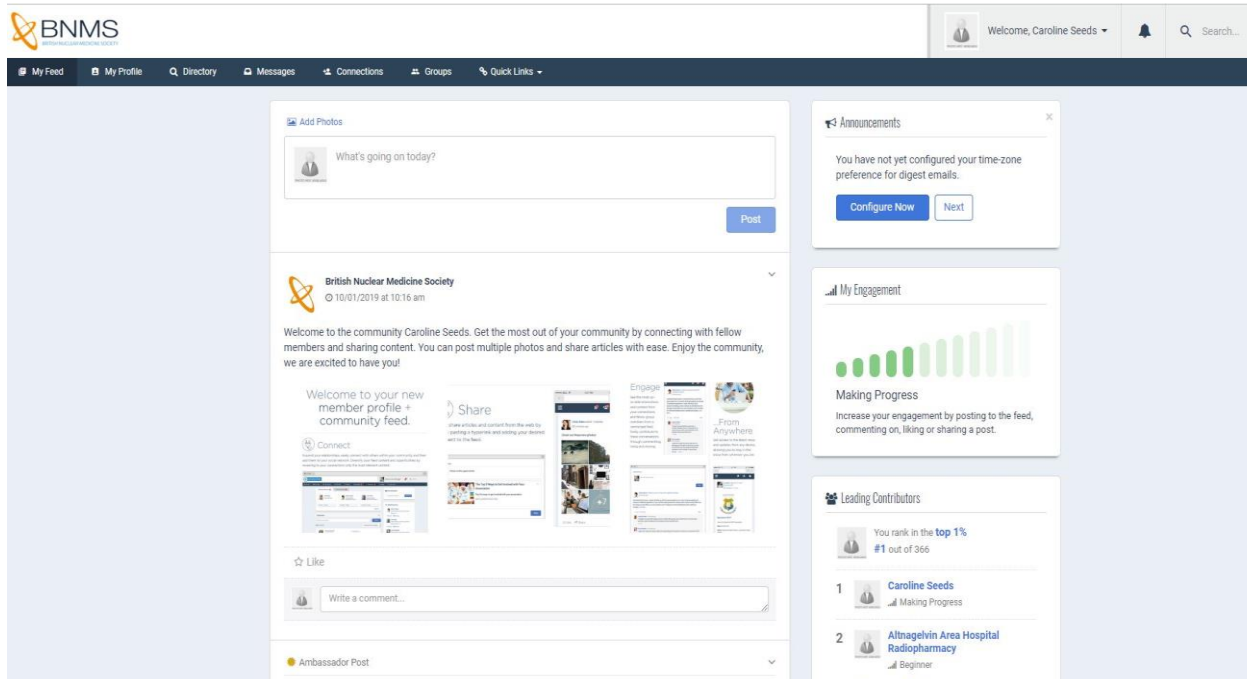
If you experience any problems logging into the system please call us on 0115 7484 504.



MY FEED

My feed is where you'll see updates and announcements from your connections, special interest groups, regional network and BNMS.

If you post an update here, it will appear in the feeds of your connections.



The screenshot shows the BNMS 'My Feed' interface. At the top is a navigation bar with links: My Feed, My Profile, Directory, Messages, Connections, Groups, and Quick Links. The main content area is divided into three columns. The left column features a post creation box with the prompt 'What's going on today?' and a 'Post' button. Below this is a welcome message from the 'British Nuclear Medicine Society' dated 10/01/2019 at 10:16 am, followed by a 'Share' button and a 'Connect' section. The middle column contains an 'Announcements' box with a message about configuring time-zone preference for digest emails, and a 'My Engagement' box with a bar chart showing progress. The right column displays 'Leading Contributors' with a list of members: Caroline Seeds (ranked #1 out of 366) and Altnagelvin Area Hospital Radiopharmacy (ranked #2).

'Announcements' is where you'll find important notifications from BNMS.

'My Engagement' shows how active you've been on the site recently.

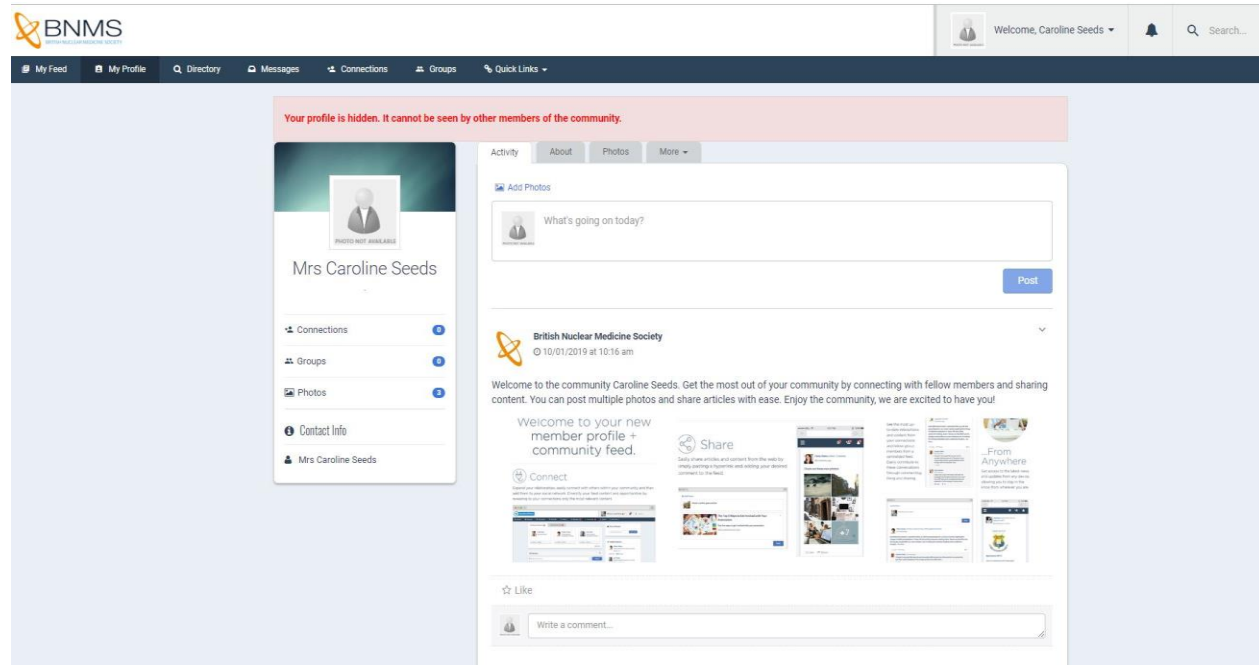
'Leading Contributors' shows the most active members of the BNMS community – click on the member's name to see their profile.

MY PROFILE

The profile pages are very important. This is where you can see the information that you're sharing with your connections. From the *Account + settings* dropdown option in the navigation bar you can control what information you share with other members, choose which communications you receive from BNMS, which website notifications you want to receive and let us know about any changes to your details.

Here you'll find links to lists of your connections, groups you're a member of and any photos you've uploaded

This is where you can update your details and control your privacy and communications settings



MY PROFILE

Click the *About* tab to see what details BNMS has about you.

Click the *Edit* icon next to any of the fields to be taken to the profile editor.

Here you can:

Update your details

change your password

Set your mailing preferences

BNMS

Welcome, Caroline Seeds

My Feed My Profile Directory Messages Connections Groups Quick Links

Your profile is hidden. It cannot be seen by other members of the community.

Activity About Photos More

Profile Completeness

50% Increase your score today!

Professional Information

Organization Name:

Occupation (Not visible to others) Clinical Scientist

Please select your category of staff (Not visible to others) Clinical Scientist: NHS band 7 (or equivalent) or below

Hospital Name (Not visible to others) Nottingham

Hospital Department (Not visible to others) nm department

Hospital Head of Department Name (Not visible to others) me

Hospital Address (Not visible to others) 0123456789

Hospital City (Not visible to others) 01/01/2001

Hospital County (Not visible to others) -- Select State/Province --

Hospital Region (Not visible to others) Overseas Other

Hospital Country (Not visible to others) Barbados

E-Mail Address *

Members Only (Visible Only to Members)

Private (Not Visible in Profile)

Clicking on the red padlock icon next to a profile field allows you to choose whether to show this information to other members.

Your name and profile picture (if you have chosen to upload one) are shared with other BNMS members on SocialLink to enable you to network with them. You can set your details to private or member only, if you would like other members to see this information (e.g. your Twitter handle, employer name, general location) by changing your privacy settings in your profile.

Selecting 'member only' will *only* share your details with BNMS members you are already connected to on SocialLink

ACCOUNT & SETTINGS

Information and settings

- Preferences – control which BNMS SocialLink notifications you'd like sent to your email address.
- Forum settings – control which notifications you get from the group forums you participate in.
- Blog subscriptions – manage the BNMS blogs you subscribe to and the notifications you receive from them.

Payments & History

View your payment history with BNMS – you can filter this by membership subscriptions, event registrations, donations and by paid or outstanding invoices. You can also pay any outstanding invoices here.

Content and features

Here you can view and delete other photos you've shared on SocialLink

The screenshot shows the BNMS user interface. At the top, there's a navigation bar with links like 'My Feed', 'My Profile', 'Directory', 'Messages', 'Connections', 'Groups', and 'Quick Links'. A user profile dropdown is open, showing 'Welcome, Caroline Seeds' and options for 'Account & Settings', 'Invoices', and 'Sign Out'. The main content area is divided into a left sidebar with 'Profile' and 'About' tabs, and a right section for account settings. The 'Profile' tab is active, showing a 'Profile Completeness' bar at 50%. The 'Account Information' section includes fields for 'Your Personalized URL', 'Username' (cseeds), 'Password' (change), 'E-Mail Address' (carolineseeds@hotmail.com), 'Confirm E-Mail' (carolineseeds@hotmail.com), 'Email Preference' (Manage Email Preferences), 'Headshot Image' (Manage Headshot Image), 'Title' (Mrs), 'Full Name' (Caroline Seeds), and 'Address'.

DIRECTORY

Search the BNMS members' directory, find other members you know and connect with or message them.

Depending on the other members' privacy settings you will see the option to Connect or Message

Basic Search

Advanced Search

[Who's Online Now?](#)

Please enter your query below. You may search the directory for keywords and filter by the additional criteria provided as well. To search within specific profile fields use the advanced search.

Example: Searching for "smith" will retrieve anyone with "smith" in their profile, including those with the name of Smith.

Any Group

▼

Any Country

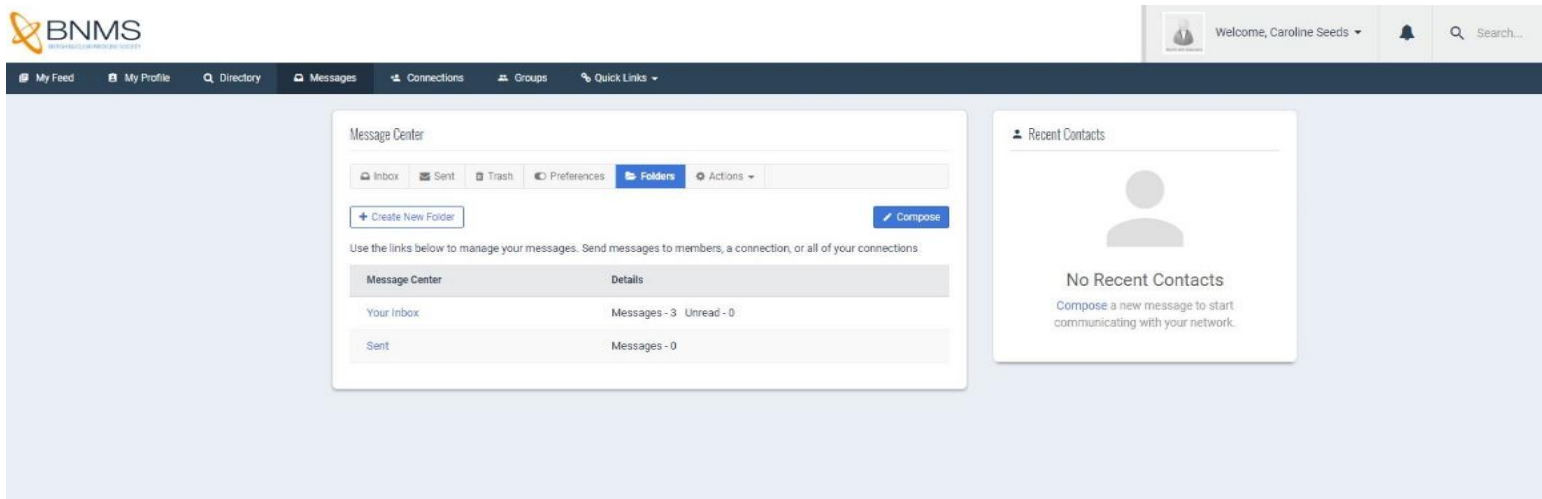
▼

Search

MESSAGES

This is where you'll find messages from your connections and other members – you can read, reply to and send messages from here.

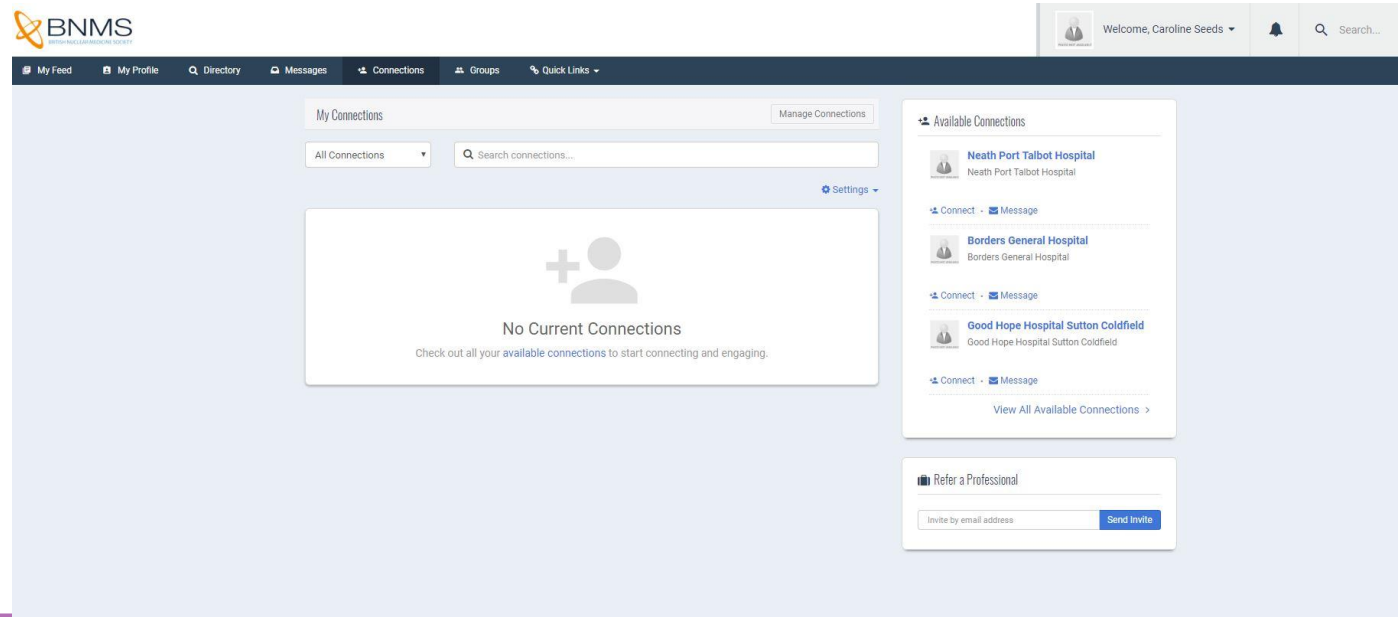
Message preferences enable you to choose whether you receive an email when someone sends you a message. You also have the option to receive a reminder email when you have unread messages older than 30 days in your inbox. You can update these preferences in the *Information and settings* area of your profile.



CONNECTIONS

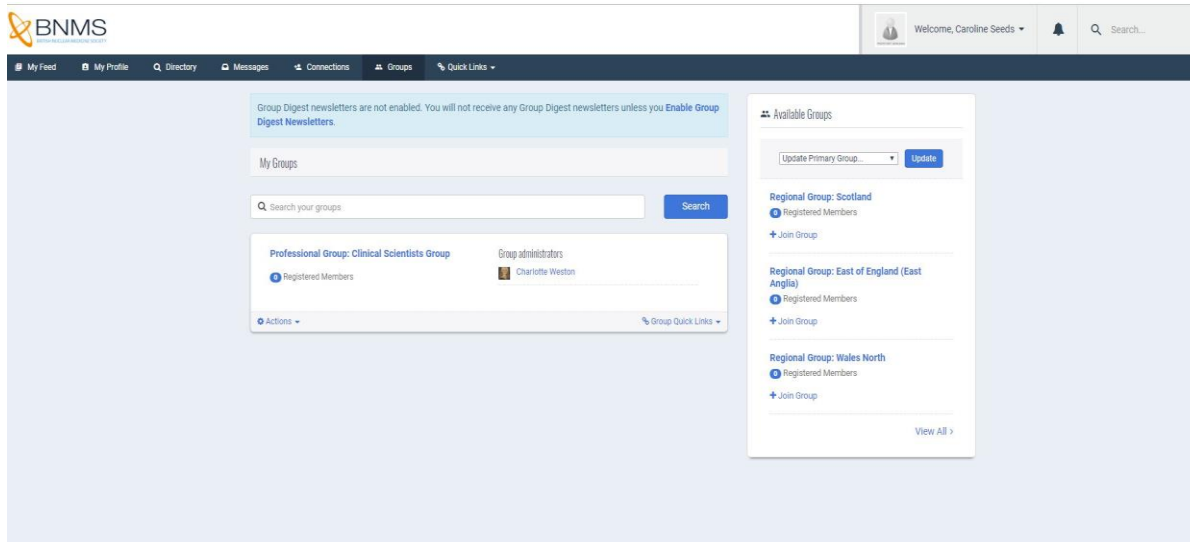
Just like Facebook and LinkedIn, Social Link allows you to connect with other BNMS members. Updates and posts from your connections will appear in your feed.

You'll find a list of your current connections on the *Connections* tab, click on their name to view their profile. You can only view the profiles of members you are connected with.



GROUPS

The Groups tab is where you will find special interest groups and regional member networks. Click on the name of one of your groups to be taken to the group feed. To join a group simply click the *'Join Group'* option under the group name in the available groups section, or click the group name to be taken to their feed and select *'Join Group'* in the top right hand corner of the page.



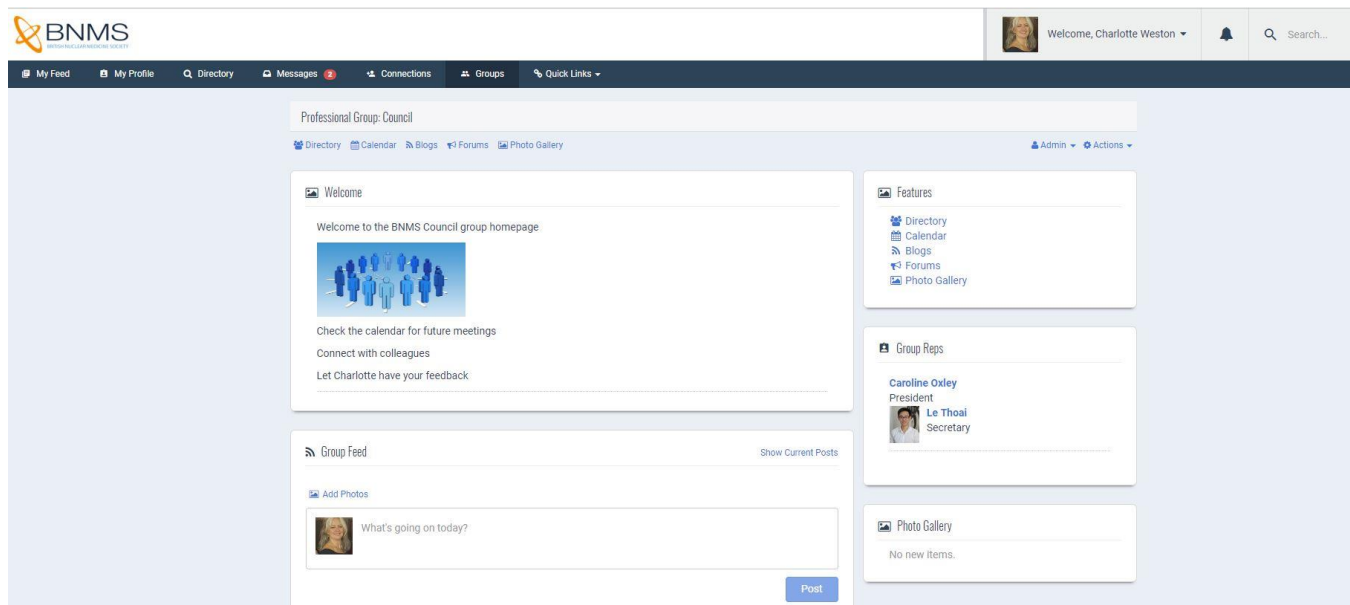
Depending on the Group settings you may need to wait for approval to join a group.

If you would like to start a special interest group please contact
charlotteweston@bnms.org.uk

GROUP FEED

When you have access to a Group you will see the Group Feed and also links to other areas of the group.

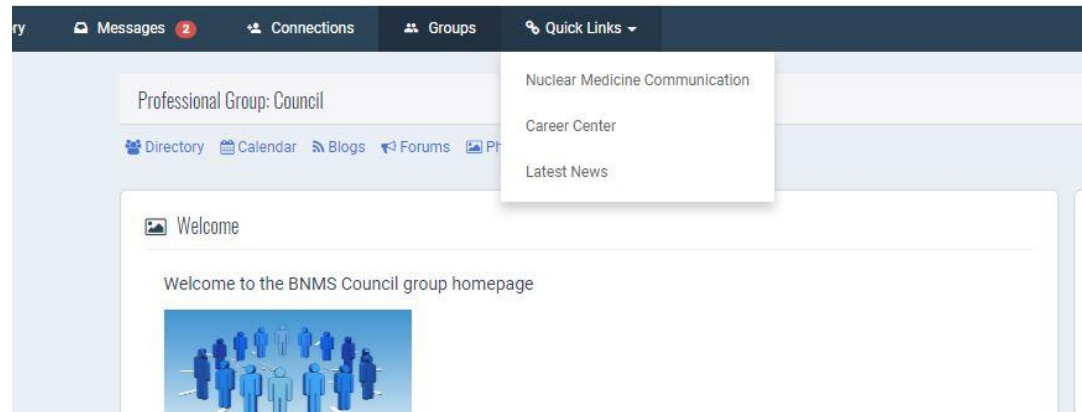
If you are a designated Administrator of a Group you will be able to personalise the Welcome section and the layout of the page. You can also add pages, Group events.



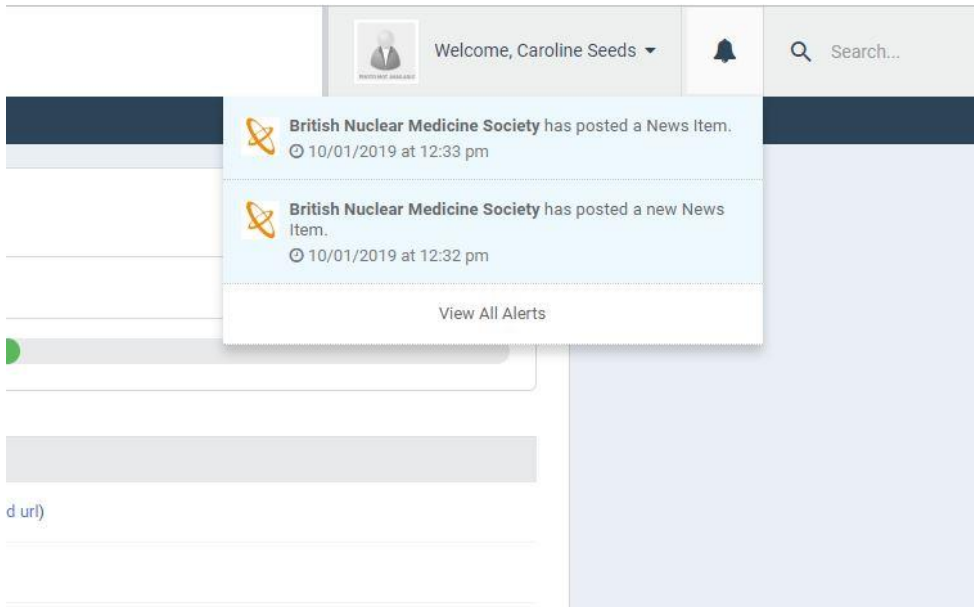
QUICK LINKS

Under the Quick Links you will find links that we think you will visit regularly

- Access the BNMS Career Centre
- Access Nuclear Medicine Communications
- Access latest news



NOTIFICATIONS



Clicking on the bell icon will show you a list of recent notifications from your network, your groups and BNMS.

SIGN OUT

To sign out click on the Welcome, your name and select sign out

