


UN3592 1 of 2 14 th April 2025	Electronic Staff Record Programme USER NOTICE	
Title	ESR Education Portal Administration Webinar.	
Purpose	To inform users of the ad-hoc Portal Administration Webinar.	
Intended Audience	ESR Portal Administrators	

SUBJECT

ESR Education Portal Administration Webinar.

DETAIL

Due to popular demand the ESR Education Team are pleased to offer an additional date for the ad-hoc Portal Administration webinar.

The session will be delivered by the ESR Education Team to provide an overview of the Portal Administration functionality and how it works within ESR.

The webinar will cover the following topics:

- Staging Server
- URP Allocation
- Portal Site Administrator URP
- Content Administrator URP
- Content Editor URP
- Creating Bespoke Portlets for your Organisation
- Publish to Live


The duration of the session will be approximately 1 hour and there is no restriction on the number of delegates that can attend the event.

SCHEDULE

The session is being held on the following date and time:

DATE	TIME
Wednesday 30 th April	11.00am – 12.00pm

NOT PROTECTIVELY MARKED

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ACTION REQUIRED

This is a Microsoft Teams event; no registration details need to be provided.

To join click on the link below or copy the link into your diary as a reminder.

[Click here to join the meeting](#)

Details of this event are also available on the [ESR Events Calendar](#) on the ESR Hub.

FURTHER INFORMATION

If you have any questions, please email the ESR Education Team:
esr.is-esrcoursereg@nhs.net

NEXT UPDATE

N/A