

E>nable Audit

# How to Complete an Audit

## Getting Started

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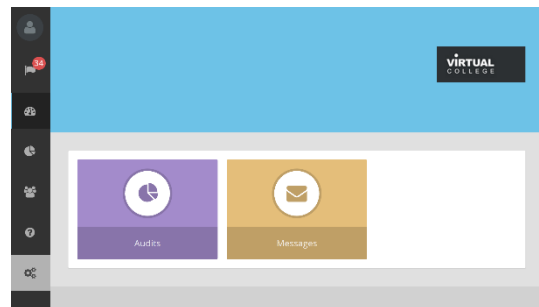
## GETTING STARTED

You will have already had your log in details emailed to you when you were set up on the system.

If you have forgotten your password please use the 'Forgotten your password?' button underneath the Log In page.

## WELCOME TO YOUR AUDIT DASHBOARD

You are automatically shown this dashboard which will allow you to complete any audits you have to do.



To get started on your audit(s) please select the purple **Audit** icon.

Here you will see the audit(s) available to start. You will always be given a progress bar showing how much of the audit you have completed. If you only have one audit it will automatically open.

To open an audit select the **start** option

