JOB AID HEALTHSTREAM: Logging in with hStream ID

The first time you take an ARC course as a student in HealthStream, you will be prompted to either create a new hStream ID or log into your account if you already have an ID. This job aid will show you how to do both. The purpose of creating an hStream ID is so that if you were to leave MU Health Care, you can still access all of your ARC records. For this reason, **use your personal email address when you create your ID.** Please note that most of the screenshots below show a mobile device view. The screen will look different on a computer, but the directions are the same.

Go to <u>https://www.healthstream.com/hlc/umhc</u> and log in as a Student.

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a. <u>Computer Users</u>: Click on **To-Do** from the menu.

START

HERE

- Connections To Do Completed My Connections
- upper right corner, then click on **To Do**.

b. Mobile Device Users: Click on MENU on the



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a. From your To-Do list, **click on a course**. The courses you see may look different than those in the screenshot.

Show: All Tasks 🗿	•
American Red Cross Advanced Life Support Instructor Bridge Course COURSE STATUS: Assigned DUE: Dec 31, 2020	>
American Red Cross Basic Life Support Instructor Bridge Course COURSE STATUS: Not Yet Started DUE: Dec 31, 2020	>
American Red Cross Pediatric Advanced Life Support Instructor Bridge Course COURSE STATUS: Assigned DUE: Dec 31, 2020	>

b. Click on the **green box** with the arrow next to hStream ID.



If you <u>DO NOT</u> have an hStream ID, continue to Step 3.

If you have an hStream ID, skip to Step 5.

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IF YOU DO NOT HAVE AN hSTREAM ID

a. Enter in your information in all of the fields. <u>DO NOT</u> USE A WORK EMAIL ADDRESS. USE A PERSONAL EMAIL ADDRESS.

- b. Check the box to agree to the terms of use.
- c. Click Continue.



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a. Verify your hStream ID by entering in the verification code sent to your email.

b. Click Continue.

hStream? Verify your hStream ID	
A verification code has been sent to	
Verification Code	+ +
4b Continue	A verified hStream ID will help with password resets and security.
Need a new code? Resend to your Email Already verified? Sign In	

Now you can begin your course!

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IF YOU HAVE AN hSTREAM ID

a. If you already have an hStream ID, click **Sign In** at the bottom and follow the directions.

Email	
Password	
	49
Confirm Password	
	19
I agree with the terms of use.	
Continue	
Already have an hStream ID? Sig	n In 5a

Changing Your Email Address

a. If you previously used a work email address and need to change to a personal email address, go to <u>https://portal.hstream.</u> <u>net/account/sign-in</u> and log in.

b. Once you are logged in, click on **Email & Phone** in the menu on the right.

c. Add a new email address. Once you have verified that address, you can set it as your login address.