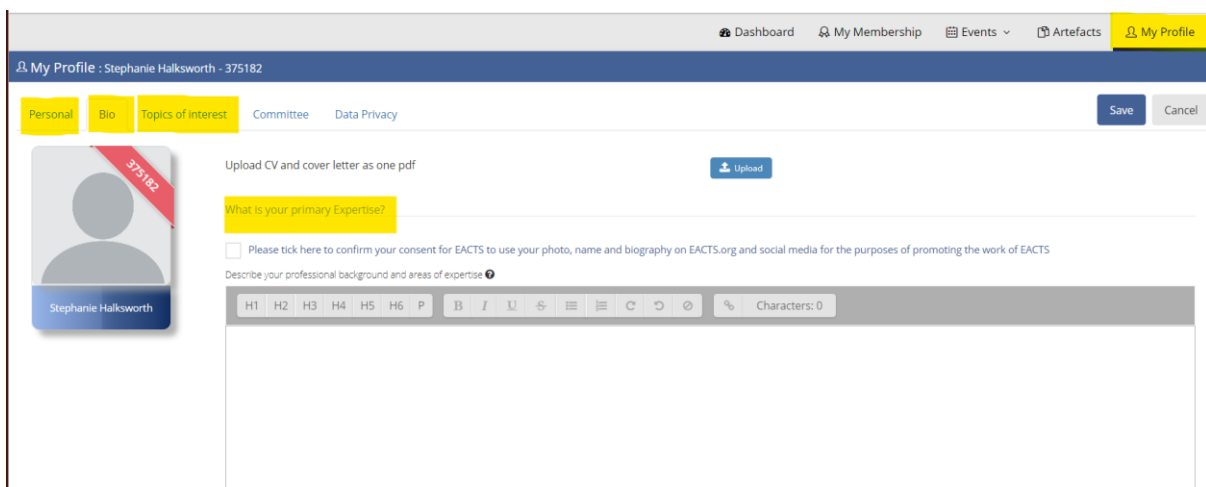


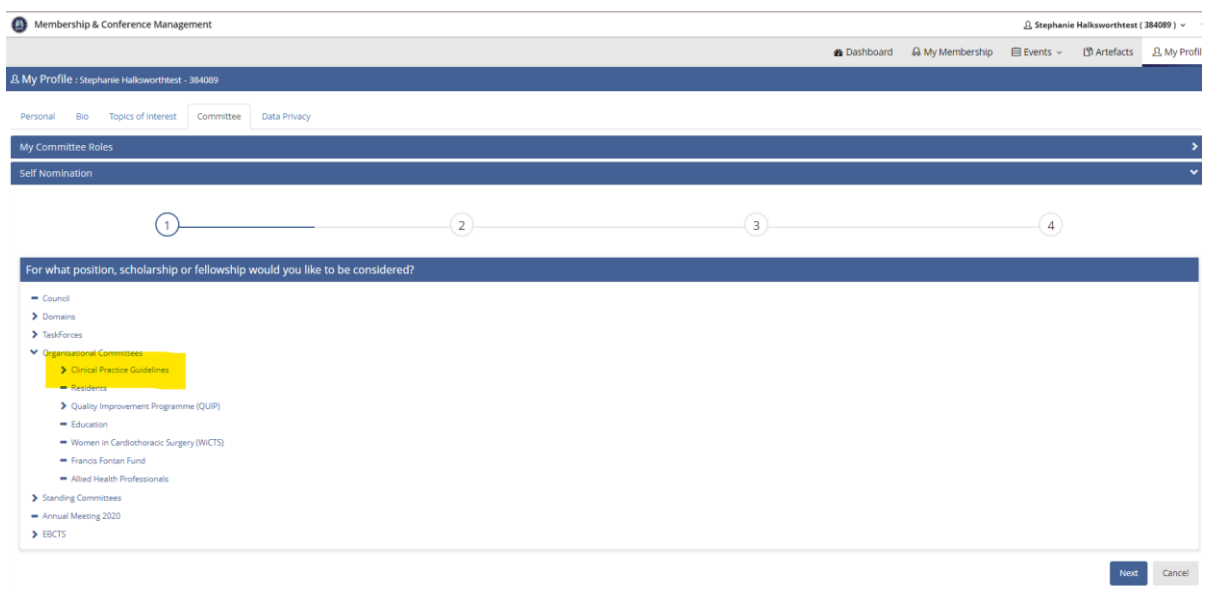
**EACTS COMMITTEES
CLINICAL PRACTICE GUIDELINES
Application Process**

How to Apply via the EACTS User Area

1. Login to the **EACTS User Area**
2. Complete your details in **My Profile**:
 - 2.1. **Personal** –complete required fields
 - 2.2. **Bio** – let us know your expertise (cardiac, thoracic etc)
 - 2.3. **Topics of Interest** – select your specialty and topics of interest



3. Still in **My Profile**, click on **Committee** then **Self Nomination**
 - 3.1. Click on **Organisational Committee** dropdown and select **Clinical Practice Guidelines**, click **Next**





- 3.2. Under **Position Applied**, select **Role** (member or Chair). *If you would like to be considered for both, please apply for the Chair role and indicate your preferences via the [Additional Questions Form](#).*
- 3.3. Under **Upload CV and Cover Letter**, click on **Browse** and select your **CV**, **Cover Letter** and completed [Additional Questions Form](#) from your device. You can upload multiple documents (PDF only). Click **Next**.

Membership & Conference Management | Stephanie Halkworthtest (384089)

Dashboard | My Membership | Events | Artefacts | My Profile

My Profile - Stephanie Halkworthtest - 384089

Personal | Bio | Topics of interest | Committee | Data Privacy

My Committee Roles

Self Nomination

1 ————— 2 ————— 3 ————— 4

Position(s) applied

Position(s) applied : Role:

Upload CV and cover letter (either as one file or two different files)

Drag & drop file

If it is a single file, remove the existing one before uploading the new one

File Name	Actions
No data to display	

Historical DOI

- 3.4. Under **Declaration of Interest**, select the most relevant option:
 - 3.4.1. To use existing DOI, select ***I confirm to use the existing DOI***, then click **Next**.
 - 3.4.2. To update existing DOI, select ***I would like to update my DOI***.
 - 3.4.3. To submit a DOI for the first time, select ***I would like to update my DOI***.
 - 3.4.4. Click **Next** to proceed.

Membership & Conference Management | Stephanie Halkworthtest (384089)

Dashboard | My Membership | Events | Artefacts | My Profile

My Profile - Stephanie Halkworthtest - 384089

Personal | Bio | Topics of interest | Committee | Data Privacy

My Committee Roles

Self Nomination

1 ————— 2 ————— 3 ————— 4

Declaration of Interests

I confirm to use the existing DOI

I would like to update my DOI

Historical DOI



3.5. Click **Submit** to check your application, if happy with the details, click **Confirm**.

Confirm the below listed position(s) for self nomination:

Position applied	Position applied	Action
Organisational Committees → Clinical Practice Guidelines	Chair	

Confirm Cancel

2 3

4. You will see your completed application listed in the **Self Nomination** section.

4.1. If you cannot see your application, it has not been submitted!

4.2. To apply for another role, please click **Add** (top right).

My Profile - Stephanie Halksworth - 375182

Personal Bio Topics of Interest Committee Data Privacy

My Committee Roles >

Self Nomination >

Position applied	Role	Status	Applied on
Organisational Committees → Clinical Practice Guidelines	Member	DOI Submitted	20/03/2023
Organisational Committees → Clinical Practice Guidelines	Chair	DOI Submitted	20/03/2023

View DOI Add

Historical DOI >

Congratulations! You have successfully applied to an EACTS Committee.