



**Gibraltar Financial Intelligence Unit**

HM Government of Gibraltar

# e-Nexus Series

Step by Step Guide to Register

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## Introduction

The e-Nexus Series is an e-Learning platform developed by the Gibraltar Financial Intelligence Unit as a means to raise awareness on Money Laundering, Terrorist Financing and other predicate offences.

Reporting entities and their staff can register to access the workshops provided within e-Nexus by completing the e-Nexus online registration form embedded in the GFIU website.

Accessing e-Nexus involves a three-step online process. This Step-by-Step Guide is intended for use by new users and provides information on setting up your access for the e-Nexus platform.

A catalogue of workshops has been created on GFIU's website. Click on the Project Nexus tab and then click on the sub-section 'e-Nexus Workshops' ([www.gfiu.gov.gi](http://www.gfiu.gov.gi)) to browse through the latest workshops that are relevant to your sector.

### 1 Step One

Go to the GFIU website ([www.gfiu.gov.gi](http://www.gfiu.gov.gi)) and click on the Project Nexus tab followed by a sub-section called e-Nexus Registration. Read the Terms of Service and Privacy Notice before registering on the online registration form. Complete the required fields in the form and click submit. The authentication process will commence and your details will be entered into the system by GFIU staff.

### 2 Step Two

Once your identification details are verified you will be sent an email inviting you to access the workshop of your choice. When future workshops are uploaded the system will send you a notification by email that will allow you to access it. Please note that the verification process is done manually and during working GFIU hours, so you may not necessarily receive an instant message.



### 3 Step Three

After choosing your workshop you will be presented with a sign-up page (for first time users). You will be asked to sign up by entering your name in full, email (identical to the one you used to register) and a password of your choice. See image below.

Sign Up Log In

### Create Account

Please create account so you can continue your courses at anytime on any device.

Name

Email

Password

Sign Up \*

or sign up with

f in G

Once your details are entered and you have created a password you can then use the same credentials to log-in. For subsequent log-ins you will only be required to use your newly created credentials. There is no need to sign up or register again.

Sign Up Log In

### Welcome

Please login so you can continue at anytime on any device.

Email

Password

[I forgot my password](#)

Remember me

Login

or continue with

f in G



## 4 Request a Password Reset

Please ensure that you keep your password safely stored and that you do not share it with others. In the event that you have forgotten it, you can request to reset it. Click on reset password under 'Log In' and enter your email. You will receive a notification via email shortly after.

The image shows a login page with the following elements:

- Links for "Sign Up" and "Log In" at the top.
- A "Welcome" heading.
- A sub-heading: "Please login so you can continue at anytime on any device."
- An "Email" input field.
- A "Password" input field with an eye icon.
- A link "I forgot my password" circled in orange.
- A "Remember me" checkbox.
- A red "Login" button.
- A separator line with "or continue with" text.
- Social media icons for Facebook, LinkedIn, and Google.

Clicking on Reset Password in the email will take you to a new page on the website. Enter your new password and click continue. You should be able to Log In again.

The image shows a "Reset password" page with the following elements:

- A heading "Reset password".
- A sub-heading: "Define a new password for your learning account".
- A "New Password" input field with an eye icon.
- Two password requirements: "At least 7 characters" and "No spaces".
- An orange "Continue with a new password" button.