

Frequently Asked Questions	
How is my default site added and updated?	<p>Your default site is set up in your Active Directory (AD) account (the username and password that you use to log on to the computer):</p> <ul style="list-style-type: none"> To change these details please contact the IT Help Desk on 0300 303 8361 or use ext. 65777. If it is not urgent, please submit a ticket by double clicking on the IT Self Service icon in the IT Support folder on the desktop and then select Report an Incident.
How do I set my default speciality?	<p>You can select your default speciality by clicking on the Admin icon and select Profile.</p> <p>Log in using your AD username and password, select the New Speciality from the list and click on Update.</p> <p>Or the direct link to update this is: https://specialityupdate.wsht.nhs.uk/</p>
How do I set my default ward?	<p>You can select your default ward by clicking on the Admin icon and select Defaults.</p> <p>This will then give a list of wards on your default site. Select the ward from the list and click on Update.</p>
How do I give feedback on Affinity?	<p>Please click on the Feedback icon and select which area of Affinity that you want to give feedback for: Results Viewer, ePatient, eWhiteboard or if you want to give General feedback.</p> <p>Complete the details and click on Submit.</p>
What is my username and password to Affinity?	<p>Once you have been given access to Affinity:</p> <ul style="list-style-type: none"> If you are on Single Sign On (SSO) then you should automatically be logged in. If you do not use Single Sign On you will need to use your Active Directory (AD) username and password (the username and password that you use to log on to the computer).