



ACCESS MOT ANNUAL ASSESSMENT/ANNUAL TRAINING

Introduction

The purpose of this document is to provide step by step instructions to allow you to access your purchased MOT annual assessment/training course.

Access Code

To complete this process you will require an access code. If you do not have an access code, please contact the company/individual who purchased the course on your behalf.

Process

Once you have been provided with your access code, please visit:

<http://theimi.org.uk/redeem>

Insert your access code in to the box provided and click the Redeem Code button:

The screenshot shows the IMI website interface. At the top, there is a search bar with the placeholder text "Enter Keyword" and a magnifying glass icon. Below the search bar is the IMI logo and the text "INSTITUTE OF THE MOTOR INDUSTRY". To the right of the logo is a phone icon and the contact information: "+44 (0) 1992 511521" and "Mon - Fri 08:30 - 17:00". Below this is a horizontal navigation menu with the following items: "Learning & Development", "Careers & Resources", "Membership", "Professional Register", "Standards & Apprenticeships", "ROI & Research", "News & Events", "Automotive Jobs", and "About us & International". The main content area features a dark green box with a red border containing the text "ENTER YOUR ACCESS CODE", a white input field with the placeholder text "Access code", and a purple button labeled "REDEEM CODE ▶". To the right of this box is a photograph of a man in a blue beanie working on a car tire. Below the main content area is a light blue section with the heading "HELP! MORE INFORMATION" and the text "If you'd like to get more detail about any of the information included in this page, we're here to help." At the bottom of this section, the contact information "Email: MOT@theimi.org.uk" and "Tel: +44(0)1992 519025" is displayed.



You will now be presented with the following page (instructions on how to register or login are shown below):

Enter Keyword

IMI INSTITUTE OF THE MOTOR INDUSTRY +44 (0) 1992 511521
Mon - Fri 08:30 - 17:00

Learning & Development | Careers & Resources | Membership | Professional Register | Standards & Apprenticeships | ROI & Research | News & Events | Automotive Jobs | About us & International

REGISTER AND REDEEM MY CODE

REGISTER AND REDEEM MY CODE ▶

LOGIN AND CONTINUE

LOGIN AND REDEEM CODE

[Forgot Your Password?](#)

If you do not have login details for this website (i.e. username and password you used for the 2017/18 course) , please complete the fields in the left hand red box as indicated above (make sure that you give yourself a username and password that you will remember easily) and click the **Register and redeem my code** button.

If you already have login details, please insert them in to the right hand red box as indicated above and click the **Login and redeem code** button. If you have misplaced your login details, please click the **Forgot Your Password** link and follow the on-screen instructions.



Register and redeem my code

Once you have clicked the **Register and redeem my code** button, you will be presented with the following page:

Enter Keyword

Welcome [My account](#) [Log out](#) [View Basket](#)

INSTITUTE OF THE MOTOR INDUSTRY +44 (0) 1992 511521
Mon - Fri 08:30 - 17:00

[Learning & Development](#) [Careers & Resources](#) [Membership](#) [Professional Register](#) [Standards & Apprenticeships](#) [ROI & Research](#) [News & Events](#) [Automotive Jobs](#) [About us & International](#)

REDEEM YOUR ACCESS CODE

If you need to redeem this booking for someone other than who you are currently logged in as, please **log out** first and restart this process.
You are currently logged in as **dbtest020517**

Please complete / confirm your details below as courses will be booked with this information. (* indicates required)

First Name*

Last Name*

Phone*

Line 1

Line 2

Line 3

Line 4

Postcode (* if UK)

Complete all fields on this page and click the **Redeem access code** button.



Access your MOT Annual Assessment/Training

Regardless of whether you logged on or registered a new account, you will be presented with the following page:

The screenshot shows the IMI website interface. At the top, there is a search bar with the text "Enter Keyword" and a magnifying glass icon. To the right, it says "Welcome Michael White" with links for "My IMI" and "Log out", and a shopping basket icon labeled "My Basket". Below this is the IMI logo and the text "INSTITUTE OF THE MOTOR INDUSTRY". To the right of the logo is a phone icon and the text "+44 (0) 1992 511521 Mon - Fri 08:30 - 17:00". A navigation menu contains the following items: Learning & Development, Careers & Resources, Membership, Professional Register, Standards & Apprenticeships, ROI & Research, News & Events, Automotive Jobs, and About us & International. The main content area features a large green heading "SUCCESS! CODE REDEEMED" followed by the text "You have successfully redeemed your access code and your course is now available to view." Below this is a purple button labeled "VIEW COURSE ▶". The footer is dark blue and contains three columns: "Useful Links" with a list of links (Home, About, Membership, Professional Register, Feedback, Media Pack); "Advertising" with contact information for Wendy Hennessy (+44 (0) 1992 511521, advertising@theimi.org.uk); and "Contact Us" with general enquiries (+44 (0) 1992 511521, comms@theimi.org.uk). There are also social media icons for Facebook, LinkedIn, Twitter, and YouTube, and a "BEST COMPANY 2018" award badge. At the bottom right, it says "View Full Site" and "View Mobile Optimized". The very bottom of the page has a small copyright notice: "©2018 Institute of the Motor Industry, Farnshaws, Brickendon, Hertford, SG13 8PO, UK. +44 (0)1992 511 521 A company limited by guarantee. Registered in England No: 225180".

Click the **View Course** link.

You will now be presented with the following page:

The screenshot shows the "MY BOOKED COURSES" section of the IMI website. At the top, there is the IMI logo and the text "INSTITUTE OF THE MOTOR INDUSTRY". To the right of the logo is a phone icon and the text "+44 (0) 1992 511521 Mon - Fri 08:30 - 17:00". A navigation menu contains the following items: Learning & Development, Careers & Resources, Membership, Professional Register, Standards & Apprenticeships, ROI & Research, News & Events, Automotive Jobs, and About us & International. The main content area is titled "MY BOOKED COURSES" and lists three courses: "Trial IMI MOT Centre Manager Qualification Support", "IMI Assessor pre-course workbook", and "Full Accident Repair eLearning Demo". Each course has a "VIEW COURSE" button and a "LOG INTO COURSE" button. To the right of the course list is a "MANAGE MY ACCOUNT" section with a list of links: "My IMI Activity", "My Details", "My Membership", and "My Booked Courses".

To access your course, click the **Log into Course** button.