



## **Interactive Contents**

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# What is eOPS?

eOPS is an online business intelligence tool that allows you to access ophthalmic data. The data is presented in easy-to-use dashboards and reports and allows users to view and analyse a rich source of data.

Users can view activity data about services carried out by an ophthalmic provider, such as the number of NHS sight tests performed, and the number of vouchers, supplements, repairs, or replacements. You can also view data around eligibility indicators submitted on the GOS forms.



### Video: What is eOPS?

# Activating your account

Once you are registered for the system your account must be activated and password and security question details set to allow you to access the system.

An email will be sent containing account details and a link to the system.

1. Click the link to activate your account.



#### 2. Create a password.

	,
	NHS Business Services Authority
Reset you	password
Set a passwor	d for your user account.
New Passwor	i
Confirm New	Password

### 3. Click 'Reset' password.

NHS Business Services Authority
tot your pactword
a password for vour user account.
Password
The password must have at least 12 characters.
The password cannot exceed 40 characters.
The password cannot contain the First Name of the user.
The password cannot contain the Last Name of the user.
The password cannot contain the user name.
The password must have at least 1 lowercase characters.
The password must have at least 1 uppercase characters.
The password must have at least 1 numeric characters.
Cannot repeat last 4 passwords
firm New Password
Reset Password

4. You will be notified of the password change success.



You can now go to the sign in page and log into your new eOPS account.

# Signing in to eOPS

- 1. Go to: <u>https://www.nhsbsa.nhs.uk/access-our-data-products/eops</u>
- 2. Click on 'Log in to eOPS'.



You will be taken to the sign in page for your eOPS account.

3. Enter your email address in the 'User Name' box and your password in the 'Password' box.

	ORACLE Cloud nhsbsa180601 Oracle Cloud Account Sign In	
User Name		
myemail@nhs.net		
Password		
	elen la	
	Sign in	
	Need help signing in? Click here	

4. Click 'Sign in'.



# **Understanding the landing page**

When you sign into eOPS you will be taken to the landing page.



- 1. Useful Links From here users can select a hyperlink to useful content external from the eOPS system.
- 2. News Important information regarding the system, such as any planned downtime or updates, will be displayed here.
- Dashboards Here you will see all the available eOPS commissioner dashboards. As an England Commissioner you will be able to select the 'eOPSv1' dashboard, 'eOPSv2' dashboard and the new the 'eOPSv3' dashboard which includes 'Performer Level' data.
- 4. Feedback Here you can click on the feedback button to give your feedback on the system and its reports.

# Navigating the system

If you have selected the new 'eOPSv3' dashboard, the dashboard will open in a separate browser window.

Oracle Analytics Interactive Dash! × eOPSv3 - With Performer Data Be × +			
← eOPSv3 - With Performer Data Beta			
Scalendar Year			
Welcome to eOPSv3 - With Performer Data			

Once the dashboard has opened, to view any other page of the dashboard, select the page option at the bottom of the dashboard.



If you wish to navigate back to the landing page after you have viewed other eOPS content, select the original browser window.



### **Getting more help**



### Additional training material and user guides

The eOPS training team has developed several how to guides to help you get the best out of eOPS. These can be found on our <u>eOPS Training Hub webpage</u>

#### Webinar sessions

We offer a free webinar training service to all our users and you can book as many sessions as you need.

Our webinar sessions are 45 minutes long and are tailored to different user types.

Our experienced trainers deliver these sessions using MS Teams and you can take part wherever you are as long as you can get online.

You can find our more and book your webinar by going to our <u>eOPS Training Hub</u> <u>webpage</u>