

# Reminder to Enter your Staff Qualification Details onto Qualification Audit Tool Data Base by the end of March 2010.

[www.cwdcouncil.org](http://www.cwdcouncil.org)

Click on [Areas of Work](#) Scroll [Early Years](#)  
Scroll to [Early Years Workforce](#)  
[Qualification Audit Tool](#)

Click on the underlined  
[Early Years Workforce Audit Tool](#)

A Screen will appear like this.  
**Register new user** The audit tool and  
qualifications list helpline: 0300 123 1033

The screenshot shows a Microsoft Internet Explorer browser window displaying the CWDC Qualifications Audit Tool login page. The address bar shows the URL: <https://secure.cwdcouncil.org.uk/wqat/login>. The page features the CWDC logo (Children's Workforce Development Council) at the top left. On the left side, there are two menu boxes: 'Settings Home' and 'My Account Change Password'. The main content area is titled 'CWDC Qualifications Audit Tool' and contains two primary sections: 'Existing User Login' and 'Register New User'. The 'Existing User Login' section includes input fields for 'User name' and 'Password', each with a red asterisk and a question mark icon, and a 'Login' button. Below the password field is a link for 'Forgotten password?'. The 'Register New User' section includes a brief description: 'This will enable you to create Settings on the system.' and a 'Register New User' button. A 'Help Section' link is located on the right side of the page. At the bottom, the footer contains copyright information: '© Children's Workforce Development Council 2010 | Part of the Sector Skills Council, Skills for Care and Development. Registered in England. Registered Company 05409076. Registered Office: 2nd Floor, City Exchange, 11 Albion Street, Leeds, LS1 5ES. VAT Registration Number: 895 1089 87'. The browser's status bar at the bottom shows 'Done' and 'Internet'.