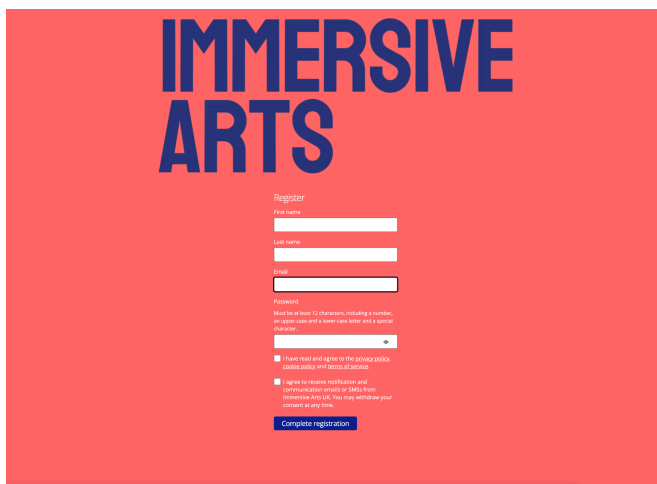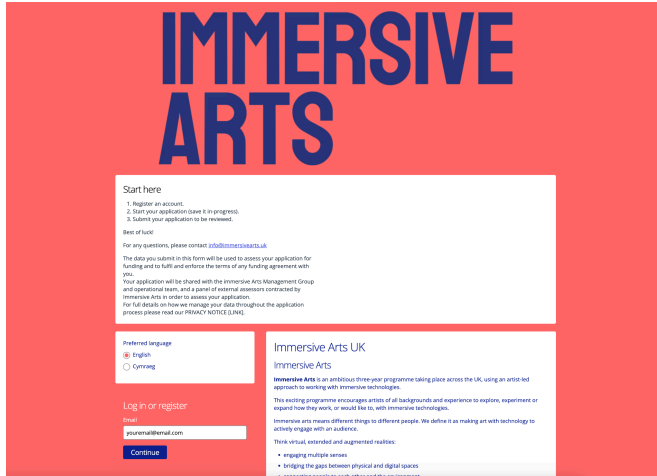# Registration and Login

How do I register for an account?
Visit the Immersive Arts funding portal and enter your email address to begin. A verification code will be sent via email. Enter this code to verify your identity, and then create a secure password.
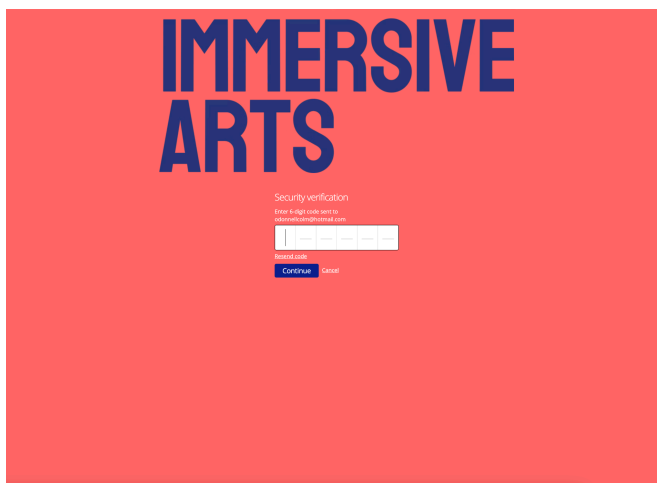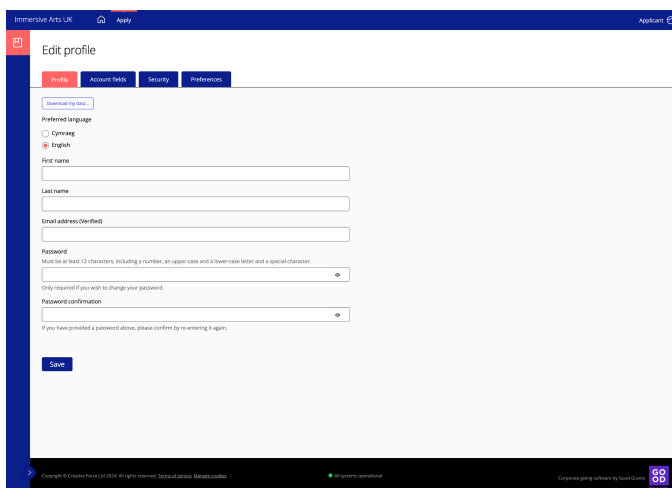
What if I forgot my password?

If you've forgotten your password, click "Forgot Password" on the login page and follow the steps to reset it.
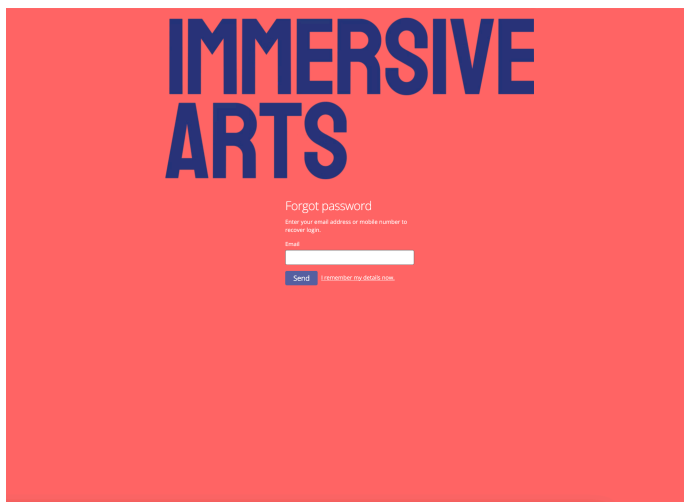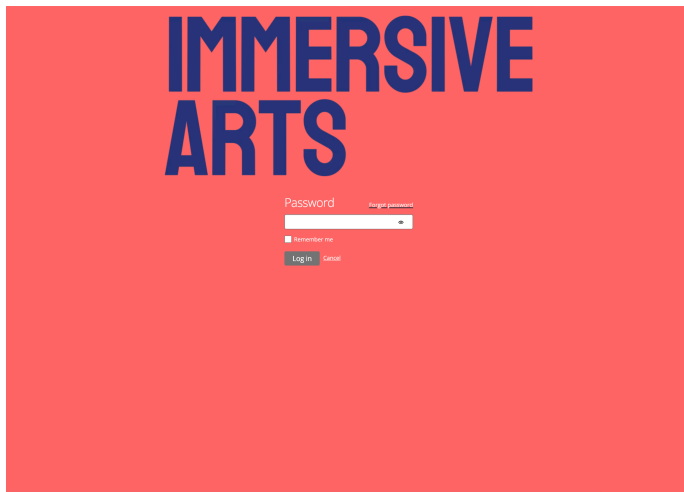
## How can I update my login information?

You can change your email or password at any time. After logging in, click on your profile in the top right corner and select "Profile" to make changes.

Creating and Submitting Applications

### How do I create an application?
Once logged in, navigate to the "Apply" section and click "Start your application." This will guide you through filling out the required fields in each tab.
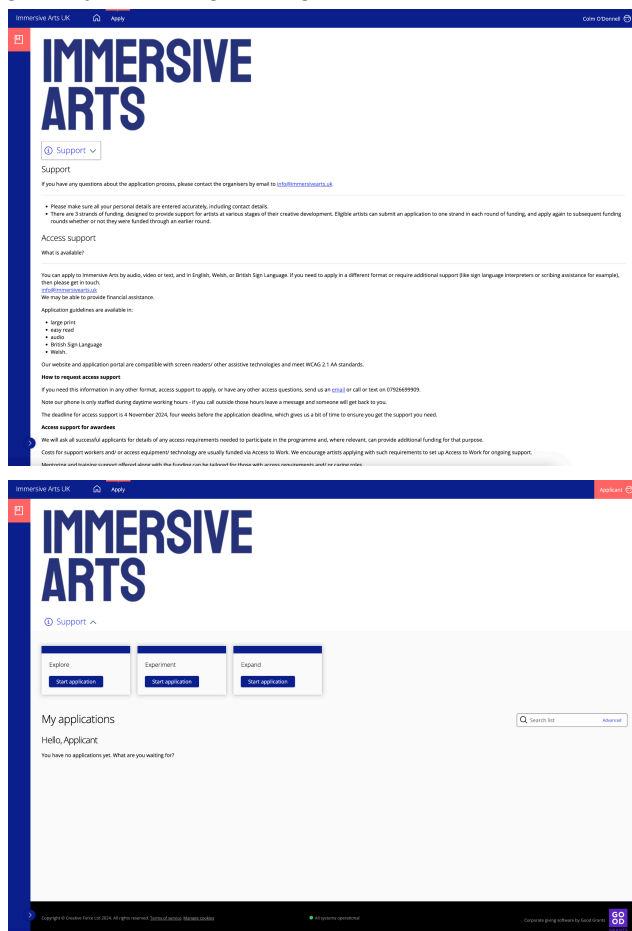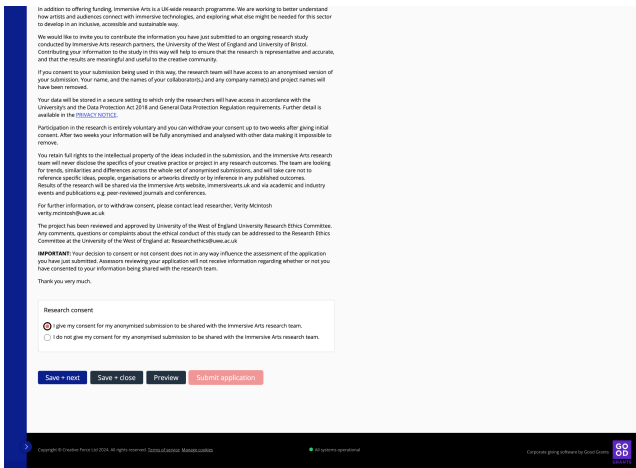

Can I edit an existing application?
Yes, you can return to your saved applications at any time before submission. Click on your application name or select "Edit" from the menu next to your application.
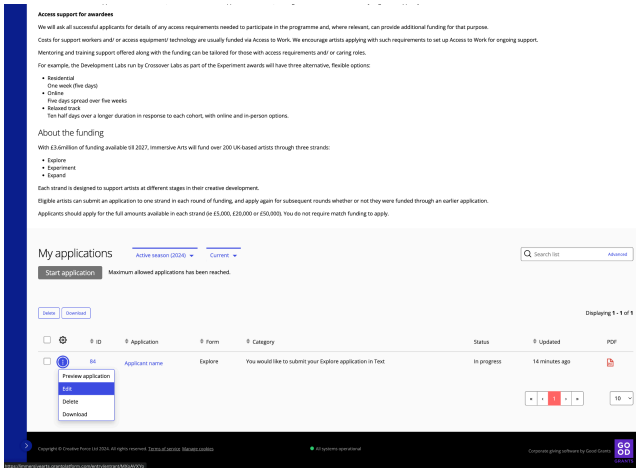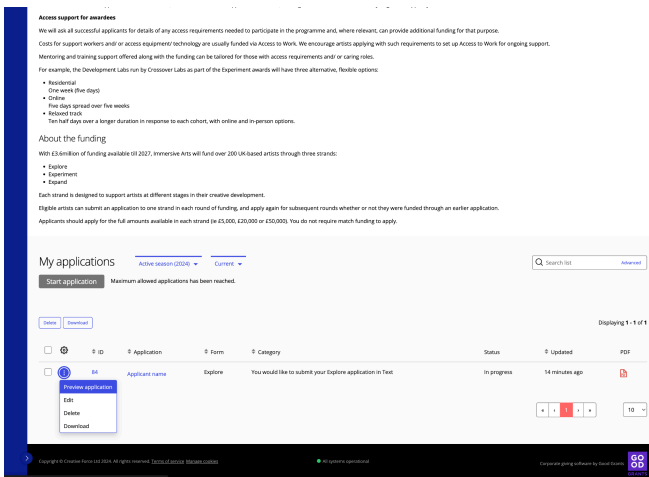
How do I submit my application?

Once all required fields are completed, simply click "Submit" on any tab to finalise your application.

Review Your Application

- Double-check all information and attached files.
- Use the preview feature to see how your application will appear to reviewers.

File Attachments and Formatting

Can I format my text?
Yes, basic text formatting options such as bold, italics, and headings are available.

How can I reorder attachments?
You can change the order of your uploaded attachments by using the arrow buttons next to each attachment.

File Format Requirements
To facilitate a smooth review process, please ensure all submitted documents meet the following file format requirements :

Text Documents: PDF, DOC
Images: JPEG, PNG
Videos: MP4, MOV
Audio: MP3, WAV
Ensure that each file is clearly named and corresponds to the specific section of the application it relates to.

Submitting Accessible Formats

You can submit applications via text, audio, or video format. If you choose audio or video, there are upload options within the form. Be sure to follow the provided guidelines on file size and format.

Getting Help

If you need assistance, contact the Immersive Arts team, the contact details are below and also available on the portal's login page or within your application dashboard. Reach out via email or phone for any queries related to your application or the platform.

send us an email – info@immersivearts.uk or call or text on 07926699909.