

For further information please contact:



International Network of  
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## How to register an activity in the online HPH activity database

- Instructions for Coordinators of HPH Networks,  
Hospitals and Health Services

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## How do I enter an activity in the HPH activity database?

### Scope and purpose of the database

The HPH activity database at [www.healthpromotinghospitals.org](http://www.healthpromotinghospitals.org) contains information about ongoing and finalized health promotion activities in the network. The purpose of the database is two-fold:

- 1) On one hand, the database enables HPH members to identify partners for collaboration and exchange of knowledge and experience.
- 2) On the other hand, the activity database is a window to the world. External health promotion specialists will be able to learn about the concept of HPH and find inspiration regarding future HP activities and research areas.

### Who can use the database?

- 1) HPH Hospital and Health Service Coordinators can enter information about HP activities at their hospital/health service.
- 2) HPH Network Coordinators can also enter information about HP activities at hospitals/health services within their network.
- 3) Anyone with an interest in health promotion can view information in the database.

To enter information in the database, you need to have a username and a password. So if you are a new user, please register first.

If you have forgotten your username or password, please contact the International HPH Secretariat.

## Five easy steps...

- 1) Log in at [www.healthpromotinghospitals.org](http://www.healthpromotinghospitals.org)
- 2) Go to the Activity Database



## HPH Activity Database

Here you will find the information on health promotion activities taking place within the member hospitals and health services of the International HPH Network. The purpose is to facilitate the identifications for possible partners for collaboration and the exchange of experience and knowledge.

### What information can I find?

For each health promotion activity, the database includes information on Title, Contact Person, Abstract, Language of communication and HPH Standard relation.

### How do I perform a search?

Search via hospital or network, keywords or related HPH Standard and find ongoing health promotion activities within your area of interest.

### Who can register health promotion activities in the database?

The hospital and network coordinators register the activities taking place within their respective hospital or network. [Log in](#) to register your HP activity.

## Latest additions to the project database - ([Search in projects](#))

Title	Author	Hospital network
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- 3) Choose “add item” and then “Project” in the green bar
- 4) Enter your activity information
- 5) Press save