When you visit the NIFORMULARY website the home page screen should display like this:



If, however, you get a screen like the following, your browser may be too old or configured in an incompatible mode.



Below are instructions detailing how to create a shortcut on your desktop to enable access to the NI Formulary website using the Microsoft Edge browser.

When accessing the NI Formulary website you will need to click on this shortcut.

Please note if you are sent a link to the NI Formulary website or are trying to open the website from a link on another website you will first need to open the NI Formulary website using the shortcut you have created and then copy and paste the link from the email or the website.

WARNING: Once you have created the link and you open the NI Formulary website you may be asked to set EDGE as your default browser.

Please <u>DO NOT</u> change your default browser as this it will cause issues when trying to access CCG, ECR and other websites.

Instructions to setup the shortcut are listed below:-

- 1. Close any open windows so that you can see your desktop background
- 2. Right click on a blank area of your desktop background
- 3. Choose "New" > "Shortcut" from the list of options.
- Copy and paste the following text into the box
 C:\Windows\System32\WindowsPowerShell\v1.0\powershell.exe start Microsoft-Edge:https://niformulary.hscni.net/
- 5. Click the Next button
- 6. Name the Shortcut NI Formulary
- 7. Click Finish
- 8. Double click the icon to open the NI Formulary website

If you are having difficulty setting up the shortcut to the NI Formulary website please log a call with the Service desk and someone from the team will be able to assist.