

Learner: Access MyCircuit

Introduction

This Quick Reference Guide covers the following topics:

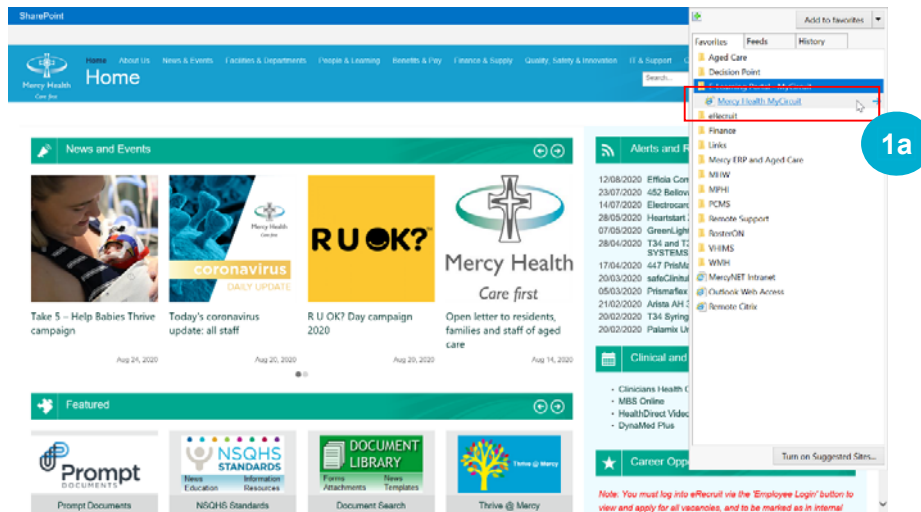
- Login to MyCircuit

Login to MyCircuit

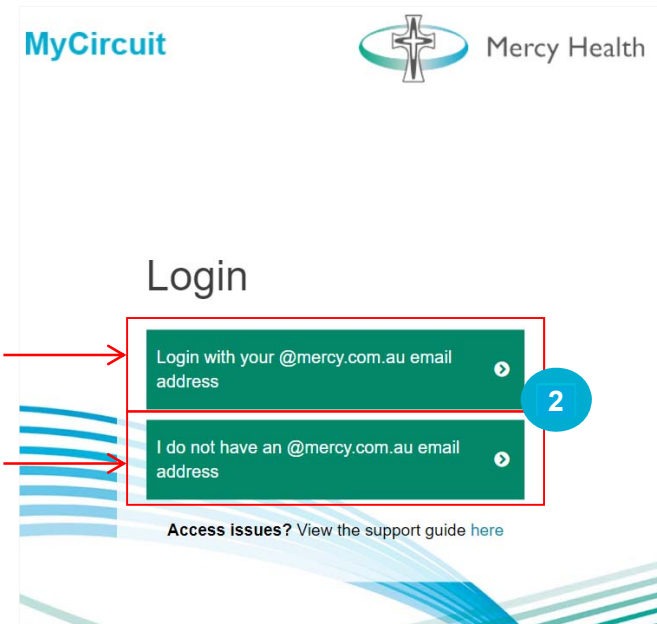
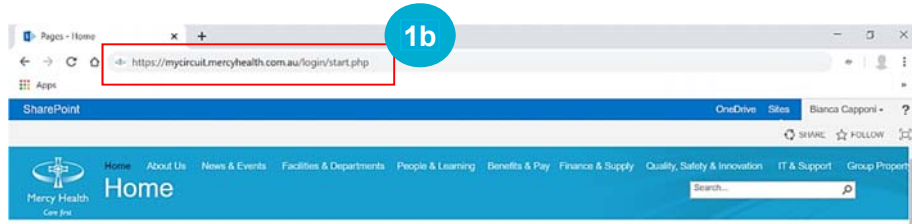
MyCircuit is Mercy Health's online learning platform. It is a web-based application that can be accessed via your computer or mobile browser.

To logon follow one of the steps below:

1. a) Open your browser, while on the Mercy Health intranet, and select MyCircuit from your browser Favourites
The login screen displays



- b) Enter the URL below directly into your browser
<https://mycircuit.mercyhealth.com.au/login/start.php>
The Login screen displays



This option is for existing Mercy Health employees that have logged onto the Mercy Health network

This option is for new starters that have *not* logged onto the Mercy Health network and non-employees

2. Have you logged onto the Mercy Health network?

No – Click **I do not have an @mercy.com.au email address** and jump to Option A

Yes – Click **Login with your @mercy.com.au email address** and jump to Option B

Option A

This option is for new starters that have not logged onto the Mercy Health network and non-employees (volunteers, students and honorary employees).

1. If you have not previously logged into MyCircuit, click **forgotten your username or password?**

If you are a new starter, this password is only **temporary** until you are provided with your Mercy Health network account

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This option is only available to new starters and non-employees – If you are unsure of your Mercy Health network password, contact the IT Service Desk

2. In the **Email address** field, enter your personal email address and click **Search**
A confirmation message displays and shortly you will receive an email

3. Once you have received the email, follow the prompts to create a temporary password
4. When navigated back to the login screen, enter your personal email address and MyCircuit password
5. Click **Login**
The MyCircuit homepage displays

Option B

1. Enter your Mercy Health username, prefaced with **mercynet** and your password – see example below

2. Click **Sign-In**
The MyCircuit homepage displays

Need more help?

Click [here](#) to access additional support material