



RailStaff ²⁰₂₅ Awards

How to make a nomination on our website:

Step one: Click on the **NOMINATE NOW** button

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RAILSTAFF AWARDS

Thursday, 28 November 2024 at Hall 1, NEC, Birmingham

NOMINATE NOW BOOK TICKETS

ABOUT THE EVENT ▾ THE AWARD CATEGORIES ▾ NOMINATIONS WINNERS ▾ VENUE ▾ SPONSORS PROMOTE NOMINATE

Join us as we celebrate the best in the rail industry!

Nominations for 2024 are already open, so if you know an individual or team that has performed over and above, then nominate them today and they could be in with a chance of winning the coveted

Step two: Choose which category you would like to nominate in. You can either select **one** or **multiple** categories to nominate in by using either of the following options:

APPRENTICE OF THE YEAR AWARD

This award is intended to recognise the outstanding contributions of individuals new to the rail industry who have gained early and exceptional professional or civic achievements.

Example job titles in this category:
HSEQ Business Partner Apprentice, Apprentice Signalling Designer, Supply Chain Apprentice, Trainee Train Driver, Degree Apprentice Project Manager, Trainee Train Service Manager...

You can see all the past winners here.

NOMINATE NOW →

Option 1 - Select 'Nominate Now' on the category you would like to nominate.

Option 2 - Click this box if you would like to make nominations in multiple categories.
Once you have selected the categories, click 'Process' to add them to your basket.

clear all
2 item(s) selected
PROCESS >>

Step three: If you haven't done so already, you now need to **create** an account.



Please login

Email

Password

Remember email

Login

[Forgot password](#)

[Don't have an account? Click here](#)

If you don't already have an account, click here to take you to the 'Create an account page'



Create an account

On creating an account you will receive an email containing an activation link. You will need to activate your account before you can complete your journey.

User Firstname

User Lastname

User Email

Password min: 8 chars 1 number 1 uppercase 1 lowercase

Submit

[Already have an account? Click here](#)

Fill out your details, ensure you tick the terms and conditions box and click **'SUBMIT!'**

You will then be asked to verify your email address, you will need to do this before making your nomination.

Your email address requires validation

- We have sent a verification CODE and a verification link.
- Please check your spam folders or go to [your profile](#) to re-send the confirmation email or edit your address.
- The verification email will come from: rsa@rail-media.com
- **YOU WILL NOT BE ABLE TO SUBMIT YOUR INFORMATION UNTIL YOU HAVE VALIDATED YOUR ACCOUNT.**
- You will be able to 'Save for later' and return after validation to continue with your submission.



CODE:

To do this, you will be sent an email where you can either copy and past the validation code into the RailStaff Awards website, or by clicking the **'CLICK TO VALIDATE'** button.



Hi Lauren,
Please confirm your account via one of these options:

Option 1

Copy + Paste this code into the

IPBBDR

Option 2

[CLICK TO VALIDATE](#)

the event, if you have existing basket in another browser window you will need to reload that page or, use the activation code option in that existing browser window.

It's now time to start your nomination

Step four: Fill in the nomination form with all of the nominee's details, manager's details and your details. Make sure you get confirmation from the nominee's manager before putting in the nomination.

Please note photos are **compulsory**.

The screenshot shows the 'Awards Nomination' page for the 'APPRENTICE OF THE YEAR AWARD'. The page includes a progress bar showing 3/15 required items and 0/1 optional items. A 'Save for later' button is visible. The form text describes the award and provides example job titles. Below the description, there is a 'YOUR NOMINATION' section with a 'Nominee Details' sub-section. The form asks for the nominee's first and last names. A 'READYPOWER' logo is displayed as the sponsor. The page also features a navigation menu at the top and a sidebar on the left with options like 'Basket (1)', 'Saved items (0)', and 'Logout'.

Now time to press the 'COMPLETE' button.

This screenshot shows the 'Add another item' section of the nomination form. It features a dropdown menu for selecting an item, a quantity selector set to 'x1', and an 'ADD SELECTED' button. Below the dropdown, there is a checkbox for 'I have read and accept the Terms and Conditions' and a 'show missing fields' link. The 'COMPLETE' button is highlighted with a blue border.

The nomination will then be sent to the awards team to validate, before it will be set live on the website.

The screenshot shows the 'THANK YOU' confirmation page. It includes a message: 'Thank you for your participation at this year's annual RailStaff Awards. You will shortly receive an email confirmation with details of your submission/order.' Below the message is a 'Countdown to the event' timer showing 196 Days, 08 Hours, 06 Minutes, and 20 Seconds.

If you do not have time to complete your nomination or are waiting for details, click 'SAVE FOR LATER'. This will move your nomination to your saved items where you will be able to continue the nomination at a later date. Once your nomination is filled in you can then click 'MOVE TO BASKET' where you can now press 'COMPLETE'.

