Step 1 – Create your EU Login credentials

You can create **EU Login credentials** here: <u>https://webgate.ec.europa.eu/cas/</u>.

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EU Login One account, many EU services		English (en)
	Sign in to continue	
	Enter your e-mail address or unique identifier euloginuser@outlook.com Create an account Or Sign in with your eID	

Click on the 'Create an account' link on the EU Login main page.

	Fill in the form provided with your personal details:
Create an account Help for external users First name Last name E-mail Confirm e-mail E-mail language English (en) Enter the code	 Fill in the form provided with your personal details: First name – Your first name cannot be left empty. Last name – Your last name cannot be left empty. E-mail – Enter the e-mail address. Confirm e-mail – Type your e-mail address in again to make sure it is correct. E-mail language – The language used when EU Login sends you e-mails, regardless of the language used on the interface. EU Login only sends you e-mails to validate your identity or to notify you about the security of your account. Captcha code – In some cases, a captcha code may show. If so, enter the letters and numbers in the picture to demonstrate you are legitimately creating an account. If the code is too difficult to read, click on the button with two arrows to generate a new one. Privacy statement – Check the privacy statement by clicking on the link and tick the box to accept the conditions.
 By checking this box, you acknowledge that you have read and understood the privacy statement Create an account 	conditions.

Create an account
ank you for registering, you will receive an e-mail allowing you to comple registration process.

If the form is correctly filled in, an e-mail will be sent to the address you provided in order to verify that you have access to it.

Image: State - Chrentine Fause - Ourseade Hoge - - X Image: Instrument of the state - Ourseade Hoge - - - Image: Ima	After a couple of minutes, you should receive an e-mail in your mailbox. If you cannot find the e-
Authentication Service <automated-notifications@nomail.ec.europa.eu></automated-notifications@nomail.ec.europa.eu>	
To: You	folder.
Vear You have been registered in EU Login.	
Your email address is euloginuser@outlook.com.	Click the link in the e-mail or
To create your password, follow the link below:	copy/paste it in the address bar of
this link	
You have a maximum of 24 hr, starting from the time that this message was sent, to create your password, but you are encouraged to do so immediately if possible. After this time, you can make another request by following the same link: you will then need to re-enter your username and confirm your request.	your browser within 24 hours.
If the above link does not work, you can copy the following address (make sure the complete address is copied); and paste it into your browser's address ban: https://webgate.ec.europa.eu/cas/inti/intialis/#assorrd.ogin.cg? wsyf.domin=nettenal@wsyf.remember-checked&wsyf.submit=Select&uid=n0081d7/BrowsefCode=mBcplpasUMTQQ60b2H5YVQmdI2&wc/kBQuEn7Cstq	You will be invited to select a
Instead of replying to this message, if you have a problem, please follow the help or contact information on the site where you were trying to register.	
Note that it may take up to 5 minutes after reception of this mail before the above-mentioned site will recognize your registration.	password and to confirm it, to make
Sent to you by EU Login	sure you did not mistype it.
	The 'E-mail' field is pre-filled and
	cannot be changed. It should
	contain the e-mail address you
	provided previously.

New password	Type the password you want to use in the 'New password ' field.
Please choose your new password. n (External) Confirm new password Confirm new password Confirm new password Submit Passwords cannot include your username and must contain at teast 8 characters chosen from at teast three of the following four character groups (white space permitted):	It must contain at least 10 characters and a combination of: Upper case: A to Z Lower case: a to z Numeric: 0 to 9 Special characters !"#\$%&'()*+,/:;<=>?@[\]^_`{ }~ Select a password as long and as complex as you can in order to make your account more secure, but keep in mind that you will have to remember it. Type your password again in the 'Confirm new password' field and click on 'Submit'. You are now authenticated and can proceed to the Portal. Click on 'Proceed' in order to do so.
Sign in to continue Welcome (External) Sign with a different e-mail address? Sign with a	You will be prompted to 'Sign in to continue'. Type your password again to be able to start Step 2. At this stage, only the password is available as the first authentication method.

Step 2 – Set up the two-factor authentication

Once your EU Login credentials are created and you are logged in with your password (you completed the first authentication method), you need to set up the second authentication method.

EU Login supports a variety of authentication methods. However, we recommend using one of the two options listed below:

- For those who do not have a smartphone, consider the option 'mobile phone + SMS';
- For those that do have a smartphone, consider the mobile app option.

Setting up mobile phone + SMS

If you do not have a smartphone, this is your best option: to register a mobile phone number to receive the second authentication by SMS.

There are just two steps:

- Add your phone number to your EU Login account;
- Chose the 'Mobile phone + SMS' authentication method.

EU Login



Add a phone number to receive SMS

Му Асс	count	Click on 'Manage my mobile phone numbers'.
My account details Configure my	account Delete my account	
Manage my mobile devices Manage my Hatforn Platforn	Security Instead Instead	
Link my eID Vive can tet your eID Lagen account Lagen account	essions aloos sened cateres	





Setting up SMS as an authentication option

The Stakeholders Hub requires two-factor authentication, and for this reason it will not have the password option available in the '**Choose your verification method**' drop-down list when you access EU Login on a browser.

	Access the Stakeholders Hub on the
Welcome back	Login feature. You will be prompted by
	the welcome back sign in screen.
Sign in with a different e-mail address?	Type your password again to be able
Password	to start Step 2.
Lost your password?	In the field 'Chose your verification
Choose your verification method	method' for two-factor authentication
Mobile Phone + SMS	select 'Mobile Phone + SMS'.
Send a text message to a registered mobile phone number for a multi-	
factor authentication.	Enter your password in the Password
Mobile phone	
	Enter your providually registered mobile
International format including country code, e.g. for Belgium: +32 123 45 67 89	phone number in the ' Mobile phone '
	field, starting with a plus sign and the
Sign in	country code. Do not include dots,
	parenthesis or hyphens.
	When elicking (Sign in) on SMS will
	when clicking Sign in , an Sivis will
	be sent to your mobile device. The
	SMS contains a challenge code
	made of nine characters separated
	with hyphens (a minus sign).

Authentication by SMS text challenge Enter the challenge sent to your mobile phone by SMS text message. It might take several minutes for the message to reach your mobile phone. Mobile phone number SMS text challenge	 Type the challenge you received in the 'SMS text challenge' fields. Click on 'Sign in' to proceed to the service you requested to use. Congratulations, you made it! You are now successfully logged in.
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Option to set up the EU Login mobile app

This is an additional option for those with a smartphone (we recommend it). To set up this option, you need to follow 3 steps:

- Download the app.
- Set up 'Mobile devices' on your EU Login credentials on the ECAS website.
- Chose the '**Mobile app + pin**' authentication method.

Please note that with the 'Mobile app', there are other options for second authentication (QR code, EID), but we will focus on the PIN method. However, you are free to explore whichever method is more convenient for you.

BASE 16:27 ₪ ७ № ⊕ ÷ ♥⊿ 🕯 ← ♀ :	Download EU Login mobile app from the Google Play Store (Android), the App Store (iOS), or the Windows Store (Windows Phone).
EU Login European Union	The direct links are available on the EU Login screen.
2.5 ★ 100K+ Image: Second se	
Install	

Successful login Vou are new logard in to EU Lagin. To tipp the automatic single sign-on, cital Logard or close ell browser windows.	On the ECAS website, once successfully authenticated (in Step 1), move the mouse over the gear at the top right-hand corner to display the menu and select ' My Account '.
Wy Account Image: A count details Image: A count details <th>Click on 'Manage my mobile devices'.</th>	Click on ' Manage my mobile devices'.
Manage my mobile devices	Click on ' Add a mobile device '.
Add a mobile device Please give a name to identify your mobile device and a PIN code to use for it. Your device name mobile Your 4 digit PIN code You will be required to enter this PIN code on your mobile device to use the EU Login mobile app. Confirm your PIN code Submit Cancel	 Fill in the required information on the 'Add a mobile device' screen. You need to provide a name for your device and set up a four-digit PIN code. You will be prompted to provide the PIN code when authenticating, so make sure you select one that you can easily remember. Tip: Avoid PIN codes that can be easily guessed, such as your birth year. Click on the submit button.

So, now that you have a mobile device registered on the EU Login and the mobile app installed

on your smart device, follow the next steps to set up the second authentication with the mobile app.

Open the EU Login app on your phone and select the '**Initialise**' option. Follow the instructions on-screen and allow access to your camera.



A **success message** will be displayed on your device, confirming the setup of your mobile device with EU Login.

Your EU Login mobile app is successfully installed and can be used for authenticating. Click on **'Continue'** to be redirected to the welcome screen.

Now, that you have set up your EU Login credentials and the option for second authentication, you can sign in into the <u>HERA Stakeholders Hub</u>.