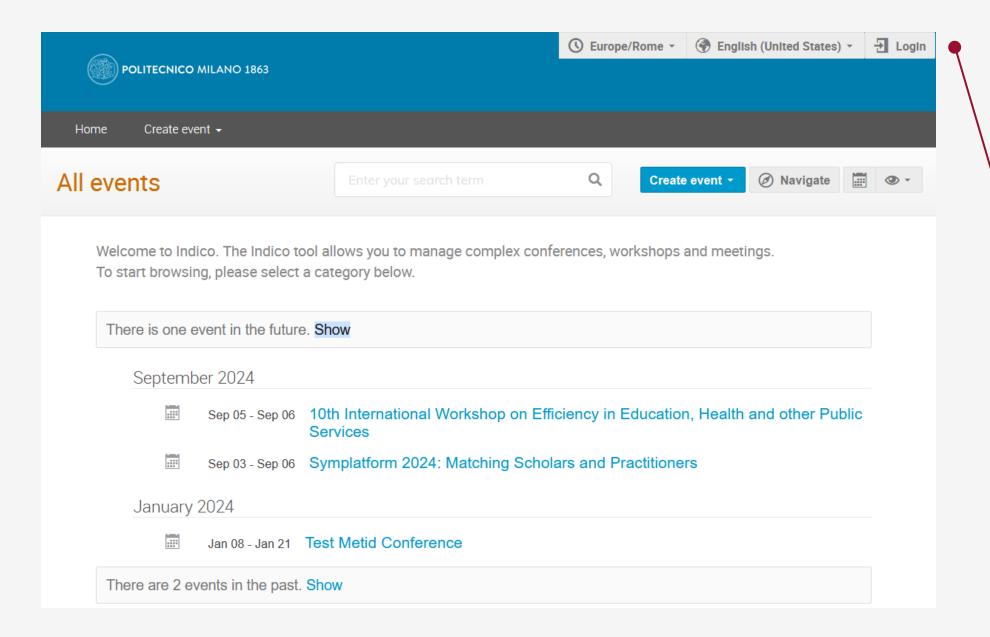


How to create a POLIMI account

https://conferences.polimi.it portal of Politecnico di Milano



Access to register and login page

How to create POLIMI credentials

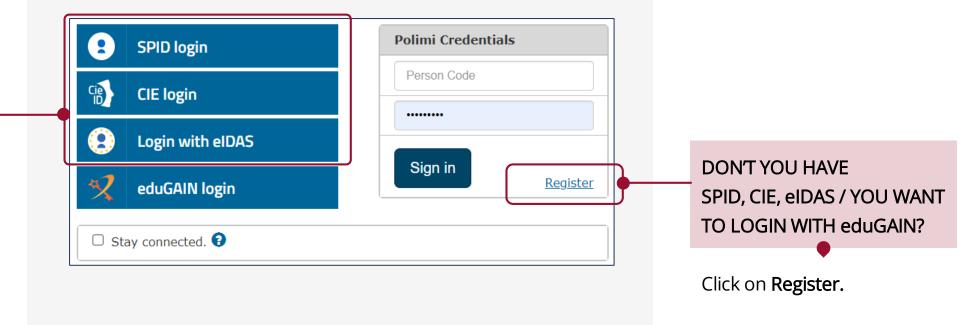
DO YOU HAVE SPID, CIE or elDAS?

Select your digital identity

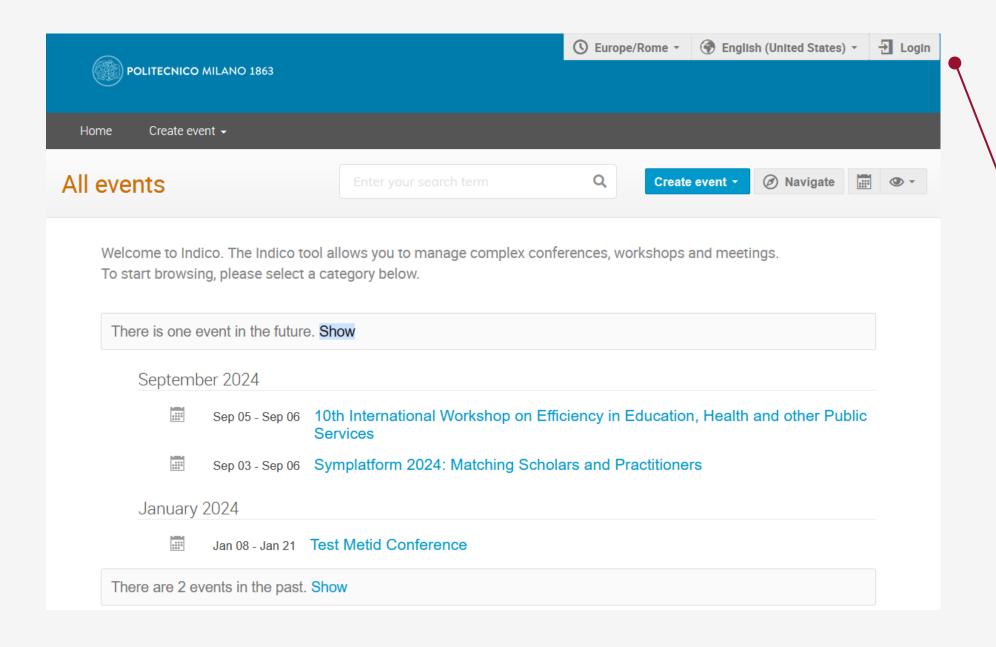
system and follow the instructions.

After the identification check, you will be redirected to the Politecnico website: here you will be assigned your person code and you can set your password.

Go to the NEXT SLIDE



• Go to SLIDE 5



Conferences login

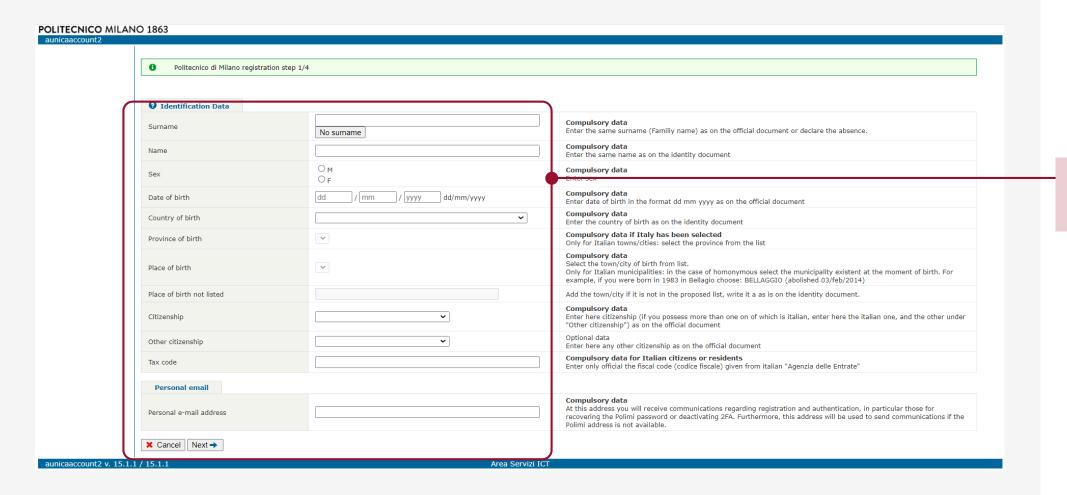
Now you can login

Click on **Polimi login**

Register for POLIMI Online Services

SPID, CIE, eIDAS or with eduGAIN

Fill the form on the **registration page**: enter your **personal data**. Have the **tax code** available!



Fill the form, then click on **Next**

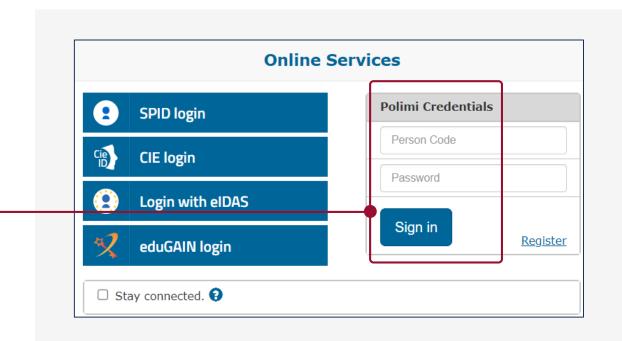
Register for POLIMI Online Services

After entering the required data:

- 1. you will be assigned a Polimi **Person code**
- 2. You can set the **password** for the Person code

You will be redirected to the login page:

3. login using your Person code and your password to access the Online Services



You're almost there!

You need to activate 2 factor authentication (2FA) and then you can start browsing POK. 2FA adds a layer of security to your personal space and protects you from fraudulent access in the event that your Polimi credentials are stolen.

NOTE: you will be asked for 2FA activation at the second login

The 2FA activation only takes a little bit of time, but it is not difficult! We will go through it in the next slides

2FA Activation

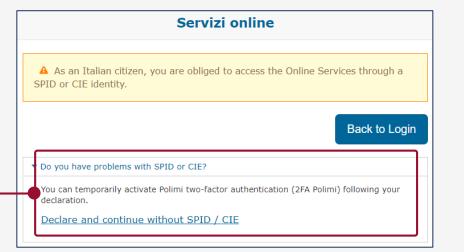
Memo:

On your **second access** to online services you will be asked to activate the 2FA. After entering your credentials, you will be redirected and asked to use SPID or CIE:

- 1. expand the box below "Do you have problems with SPID or CIE?"
- 2. use the link "Declare and continue without SPID/CIE"

In the 2FA Activation page:

- expand the box below "Can't use SPID or CIE?"
- enter a text describing your problem in using SPID or CIE
- 3. Click on **Declare and continue**



LOGIN WITHOUT SPID, CIE, eIDAS or with eduGAIN

2FA two-factor authentication activation Access to Online Services requires the activation of two-factor authentication (2FA), also known as two-step verification. 2FA adds a layer of security to your personal space and protects you from fraudulent access in the event that your Polimi credentials are stolen.
2FA SPID/CIE/eIDAS
By activating this function you protect yourself from fraudulent access in the event that your Polimi credentials are stolen, as access to services is granted only Once SPID/CIE/eIDAS 2FA has been activated, you will be able to access online services via:
 any SPID identity (Poste, Sielte) in your possession CIE eIDAS
The University credentials will in any case remain valid and useful for the configuration and use of some services (see <u>frequently asked questions</u>).
To use this function log out and re-enter the Online Services using SPID, CIE or eIDAS.
Enable 2FA SPID/CIE/eIDAS
▼ Can't use SPID or CIE?
You can temporarily activate Polimi two-factor authentication via APP . To access the Online Services you will need to enter, in addition to your University credentials, a One Time Password (OTP) generated by an APP installed of To continue indicate the reason why you cannot use SPID or CIE.
Indicate the reason
Declare and continue

2FA Activation

SPID, CIE, eIDAS or with eduGAIN

Scroll down the page and reach the **2FA Polimi** section Select the option **Enable 2FA Polimi**

2FA two-factor authentication activation

Access to Online Services requires the activation of two-factor authentication (2FA), also known as two-step verification.

2FA adds a layer of security to your personal space and protects you from fraudulent access in the event that your Polimi credentials are stolen.

2FA SPID/CIE/eIDAS

By activating this function you protect yourself from fraudulent access in the event that your Polimi credentials are stolen, as access to services is granted only to SPID, CIE or other eIDAS federated identities. Once SPID/CIE/eIDAS 2FA has been activated, you will be able to access online services via:

- any SPID identity (Poste, Sielte...) in your possession
- CIE
- eIDAS

The University credentials will in any case remain valid and useful for the configuration and use of some services (see frequently asked questions).

To use this function log out and re-enter the Online Services using SPID, CIE or eIDAS.

Enable 2FA SPID/CIE/eIDAS

2FA Polimi

Activating this type of 2FA means that the Polimi credentials (or the eduGAIN federated credentials) are made more secure by entering an OTP (one-time password) required after login.

Once you have activated 2FA Polimi you will be able to access the online services using the method you prefer and available to you:

- · Polimi credentials followed by OTP
- eduGAIN followed by OTP (only people from other universities)
- SPID or CIE
- eIDAS

To activate 2FA Polimi you must have on your smartphone one of these OTP generator Apps:

- · Android and iOS: Google Authenticator (recommended), Vip Access, FreeOTP Authenticator
- Windows (Phone e 10 Mobile): Microsoft Authenticator (recommended), Authenticator G, OTP Manager.

Enable 2FA Polimi

Enable 2FA Polimi (OTP via SMS)

Click on **Enable 2FA Polimi**

2FA Activation

SPID, CIE, eIDAS or with eduGAIN

Download and install one of the Apps required to generate the OTP code:

- Android and iOS:
 Google Authenticator (recommended),
 Vip Access, FreeOTP Authenticator
- Windows (Phone e 10 Mobile):
 Microsoft Authenticator (recommended),
 Authenticator G, OTP Manager

Follow the wizard to generate the OTP, then select **Confirmation** to complete the activation

YOU HAVE COMPLETED THE ENABLING PROCESS!

Now you can finally access conference ©



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