

Setting up your account in dossier.nu and using the authenticator-app

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Activate authenticator

1. You will receive an invitation via email to activate the account, then click on the link. If it does not work, copy the link and paste it into your browser.

N.B. If you do not receive an email, please check your junk mail!

2. You will see the home screen of dossier.nu. Your 'unique' invitation code is already entered here. Keep this invitation code safe.



Click "Invoeren"

3. Enter your date of birth (dd-mm-YYYY) and select 'valideren'.



4. Your username has already been automatically created for you. Next step is to create a password which must be at least 8 characters long and must contain at least one special character and one capital letter.

The screenshot shows a registration form with the following elements:

- Gebruikersnaam**: A text input field containing 'k.kuiper4'.
- Wachtwoord**: A text input field for the password.
- Wachtwoord herhalen**: A text input field for repeating the password.
- Aanmaken**: A blue button at the bottom.

Click 'Aanmaken'

- In the next page you can log in with the credentials you created in the previous step.

The screenshot shows a login page titled 'Inloggen' with the following elements:

- Account is aangemaakt, u kunt vanaf nu hiermee inloggen.**: A teal message bar.
- Gebruikersnaam / emailadres**: A text input field containing 'k.kuiper4'.
- Wachtwoord**: A text input field with the placeholder 'Voer uw wachtwoord in' and a toggle icon.
- Onthoud mij**: A checkbox for remembering the user.
- [Inloggegevens kwijt?](#): A link for forgotten login details.
- Inloggen**: A blue button.
- [Uitnodigingscode ontvangen? Maak een account](#): A link at the bottom.

Select 'inloggen'

Connecting the authenticator-app

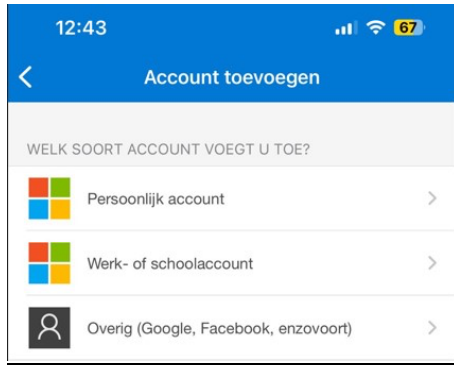
- You will now see a QR code on the screen, you need to link it to an authenticator app on your phone. To do this, use the Microsoft or Google authenticator app.

Microsoft authenticator:

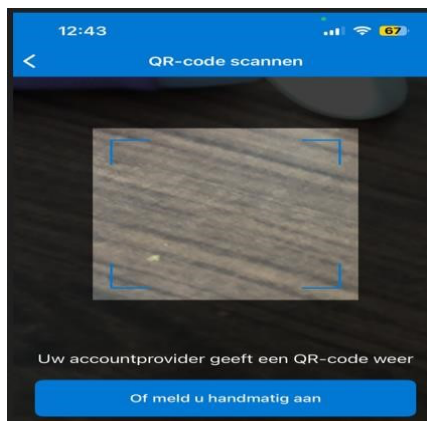
- Select (+)



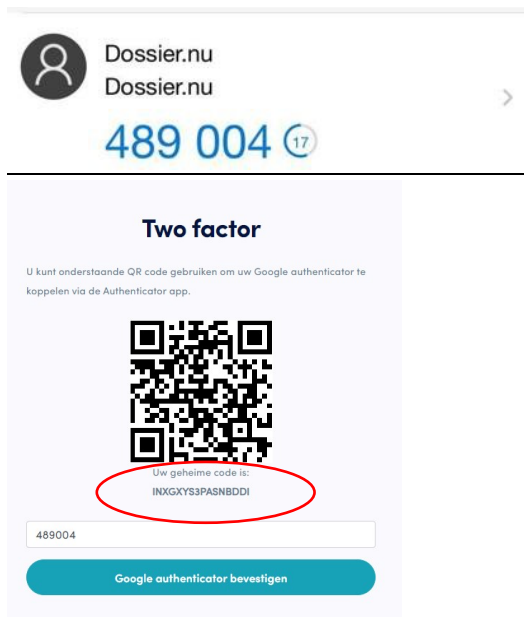
- Select which account you would like to add.



- Scan the QR-code.
* If you created your account via phone, you need to enter the secret code that is under the QR code by clicking 'or sign in manually'.



- Once you have completed the above steps, six digits will appear. You enter these to confirm. Then click on "Google authenticator bevestigen".



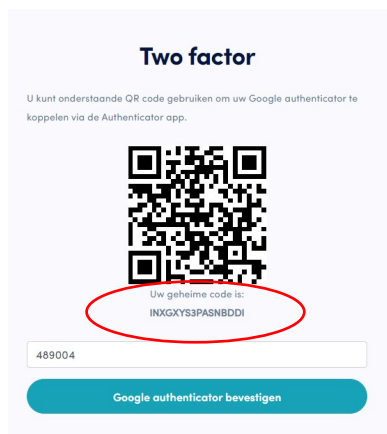
Now you are logged in to Dossier.nu.

Google authenticator:

- Select 'Code toevoegen'



- Scan the QR code or enter the secret code. The secret code is below the QR code.



- Next, you will see six digits. Enter these under "Google authenticator bevestigen".

7. Then once again enter the six digits you see in the authenticator app. Now you are logged into dossier.nu.

Login in next time

If you wish to view your file at another moment, you can go to <http://www.dossier.nu> in your browser. Here you will enter your login information and then the six digits you see in the authenticator app.

Using the app

You can also use the dossier.nu app, you can download it from the Apple or Google play store.