

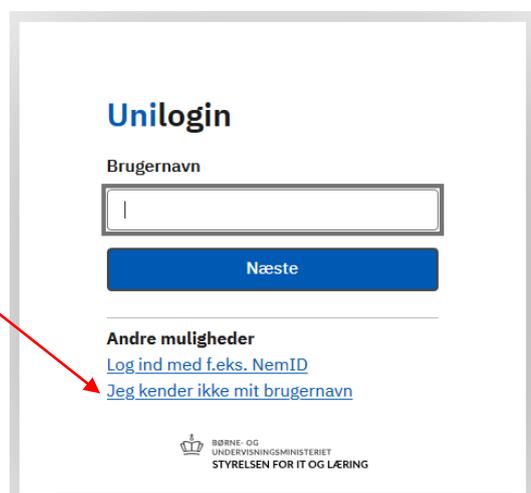
How to get Uni-login.

To get a Uni-login, you will need your NemID.

1. In your browser you type in the website "mitunilogin.dk"

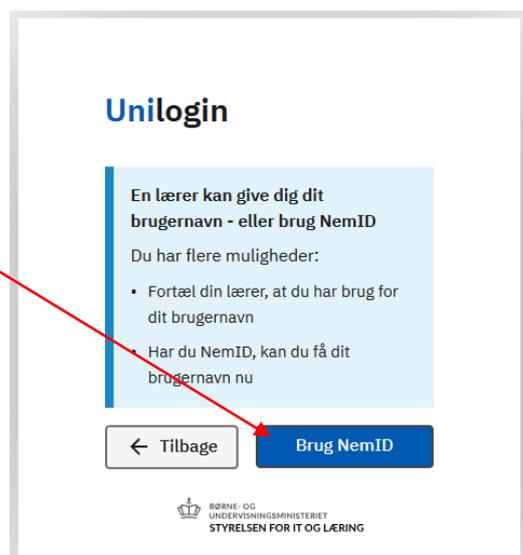


2. You will see a login box, where you type are asked to log in with your Uni-login. In this guide, it is assumed, that you don't yet have an Uni-login, therefor you choose "Jeg kender ikke mit brugernavn", which translates, "I don't know my username"



3. In the next window a message will say that a teacher can help you. This message is regarding students, so disregard and choose "Brug NemID"

Nem ID will function as you are use to, so follow the direction on the screen.



4. When you have been validated by NemID, you will receive a username. This is your Uni-login- so remember this username.

And press the "next-button" – "Næste"

The screenshot shows the Uni-login interface. At the top, it says "Unilogin". Below that, it asks for the username: "Dit brugernavn er:". The username "thor3739" is displayed. A reminder says: "Husk 'thor3739', når du logger ind. Du vil få vist din adgangskode på næste side". At the bottom, there is a blue button labeled "Næste". The footer includes the logo of the Danish Ministry of Education and the text "BØRNE- OG UNDERVISNINGSMINISTERIET STYRELSEN FOR IT OG LÆRING".

5. Now you will receive your password. You can use the given password, but you will need to remember this password in the future – press next- "Næste"- and you are finished.

If you would like to choose your own password, press – choose my own password- "Vælg selv en kode"

The screenshot shows the Uni-login interface. It says "Unilogin". Below that, it asks for the new password: "Din nye adgangskode er:". The password "82GæstPalet" is displayed. A reminder says: "Husk '82GæstPalet', når du logger ind". There are two buttons: "Vælg selv en kode" and "Næste". The footer includes the logo of the Danish Ministry of Education and the text "BØRNE- OG UNDERVISNINGSMINISTERIET STYRELSEN FOR IT OG LÆRING".

6. Now you can choose your own password, which meets the criteria for Uni-login passwords. When you have chosen your password, press next – "Næste"

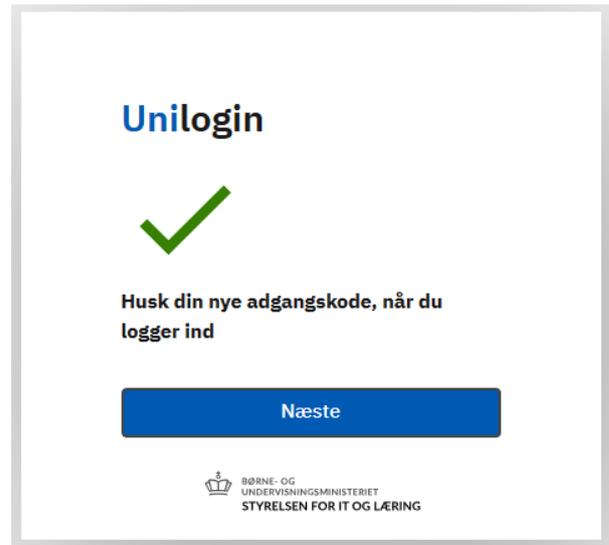
On the next page you will be asked to type in your chosen password one more time (Not shown in this guide)

The screenshot shows the Uni-login interface. It says "Unilogin". Below that, it asks for a new password: "Skriv en ny adgangskode". There is a password input field with a yellow background and a red arrow pointing to it. Below the input field, there is a yellow box with the text "Din adgangskode skal indeholde" and a list of criteria: "• Mindst 8 tegn", "• Mindst 1 tal (f.eks. 21)", and "• Store og små bogstaver (f.eks. Ss)". At the bottom, there are two buttons: "← Tilbage" and "Næste". The footer includes the logo of the Danish Ministry of Education and the text "BØRNE- OG UNDERVISNINGSMINISTERIET STYRELSEN FOR IT OG LÆRING".

7. ... and now you are done and your Uni- login is ready

Remember:

Your Uni- login is personal and will give access to information in direct connection to your children, therefore don't let anyone use your login information.



Hvis du glemmer dit Uni-Login eller vil have en ny kode, så bruger du blot denne vejledning igen.

Du SKAL skifte din kode en gang om året (det husker Uni-Login dig på)