

febelfin
academy

Welcome to MyFebelfincademy!



How to log into itsme?

How to log into itsme?

Scenario 1

New user?

How to log in for a first time using itsme. Slide 4-11

Scenario 2

Existing user and not yet linked to itsme?

Slide 12 - 18

Scenario 3

Existing user with a link to itsme?

Slide 19-21

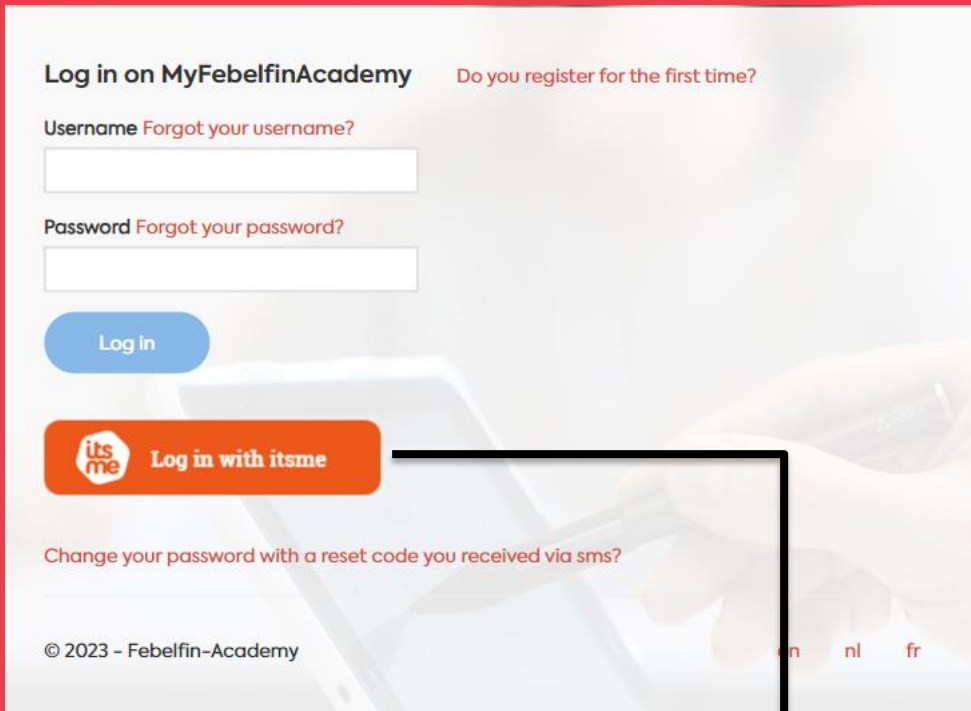
Scenario 1

**A new user. How to log in
using itsme?**

Step 1

Your first login with itsme as a new user

Log in via the login-screen at my.febelfin-academy.be, using the itsme-button




Log in on MyFebelfinAcademy [Do you register for the first time?](#)

Username [Forgot your username?](#)

Password [Forgot your password?](#)

Log In

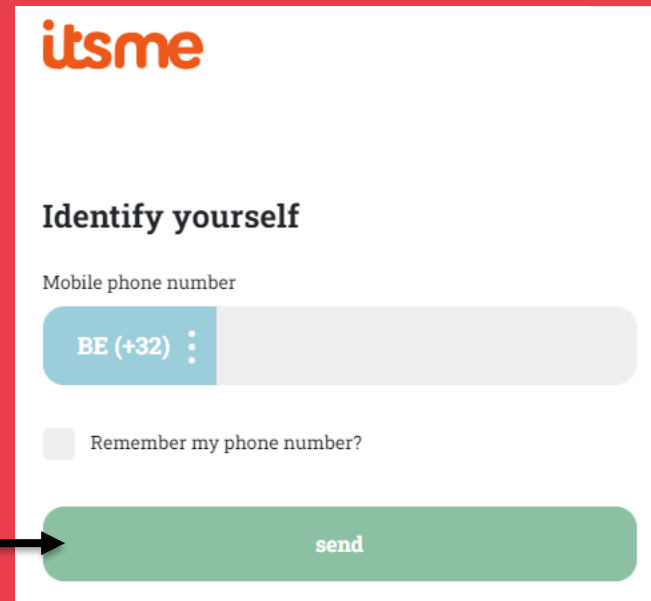
 Log in with itsme

[Change your password with a reset code you received via sms?](#)

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What are the steps?

- 1 The itsme screen is shown
- 2 Open the itsme-app on my smartphone
- 3 Select 'send' on the itsme screen
- 4 Enter the 5-digit code on the itsme app



itsme

Identify yourself

Mobile phone number

BE (+32) ⋮


Remember my phone number?

send

Step 2

**Enter your username and
password**

Enter your username and password once to link itsme to your MyFebelfinAcademy-account

Finalize here the connection with MyFebelfinAcademy 

The connection with itsme is almost done. Enter your username and password once to finalize the link with your MyFebelfinAcademy account.

Username [Forgot your username?](#)

Password [Forgot your password?](#)

[Change your password with a reset code you received via sms?](#)

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Step 3


Confirmation message

You are redirected to a pop-up confirming that your account has been linked to itsme. From now on, you can smoothly log in using the itsme-app.



You are redirected to your user profile.

Persoonlijke informatie Certificaten Bijscholing Planning Resultaten

 Sleep uw profiefoto hier of blader op uw computer. 100% profielvolledigheid

Gebbruikersnaam	<input type="text"/>	Telefoon	<input type="text"/>
Rollen	<input type="text"/>	Mobiele telefoon (BE)	<input type="text"/>
Geslacht*	<input type="text"/>	Belangrijkste e-mailadres*	<input type="text"/>
Voornaam*	<input type="text"/>	Secundair e-mailadres	<input type="text"/>
Achternaam*	<input type="text"/>	Uw voorkeurs-communicatiemethode?	<input type="text" value="E-mailadres"/>
Geboortedatum*	<input type="text"/>	Notificaties krijgen	<input checked="" type="checkbox"/>
Taal*	<input type="text"/>	De gebruiker is gelinkt met itsme	<input checked="" type="checkbox"/>
Afdeling	<input type="text"/>		
Functie	<input type="text"/>		
Huidig werkzaam bij	<input type="text"/>		
Persoonlijke referentie	<input type="text"/>		
Dienstverlener(s)	<input type="text"/>		

Typ om te zoeken

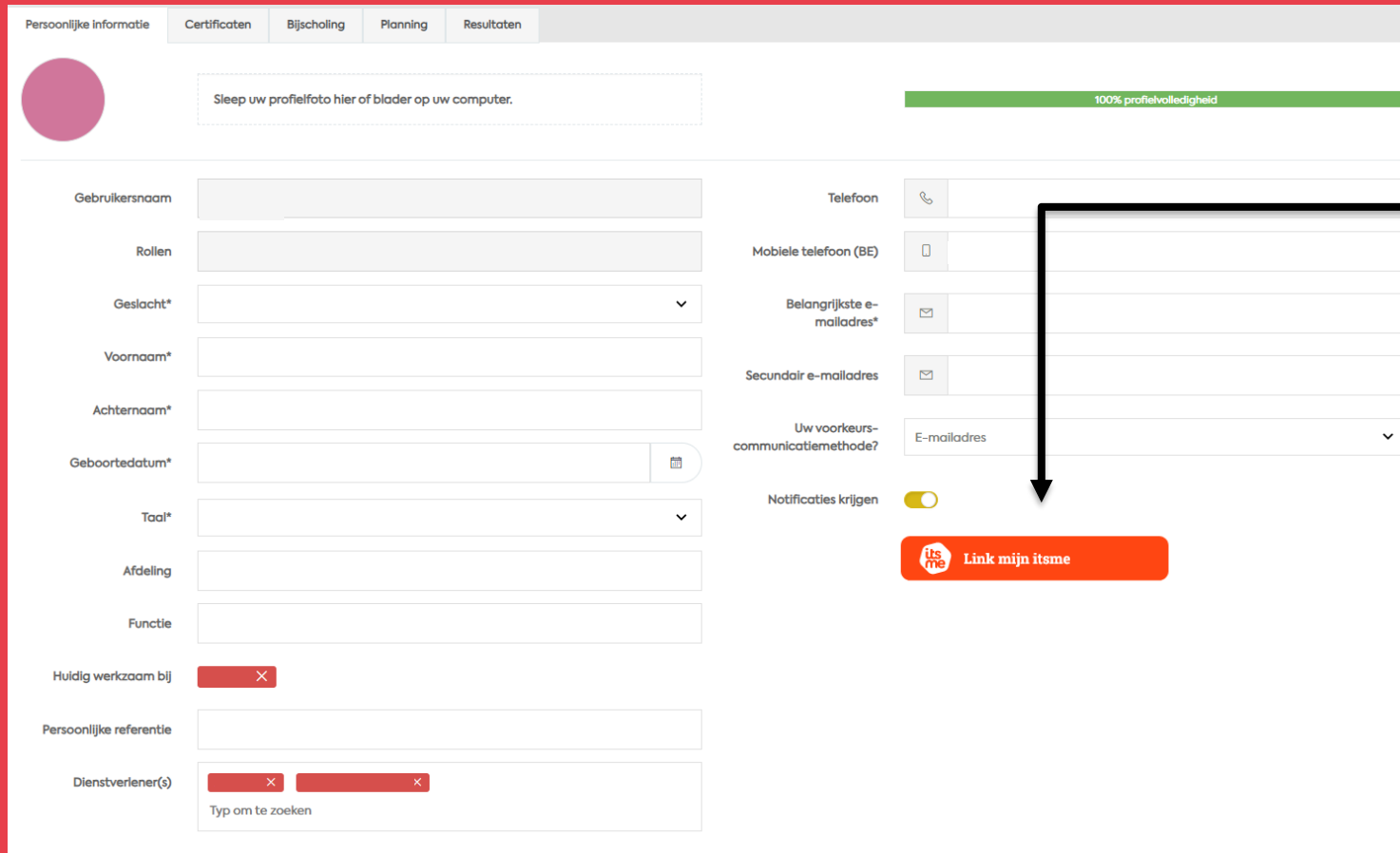
Scenario 2

An existing user without a link to itsme

Step 1

Navigate to your profile page

Link your itsme account directly from your profile page



The screenshot shows a user profile page with the following elements:

- Navigation tabs: Persoonlijke informatie, Certificaten, Bijscholing, Planning, Resultaten.
- Profile picture placeholder: Sleep uw profielfoto hier of blader op uw computer.
- Progress bar: 100% profielvolledigheid.
- Form fields for personal information: Gebruikersnaam, Rollen, Geslacht*, Voornaam*, Achternaam*, Geboortedatum*, Taal*, Afdeling, Functie.
- Form fields for contact information: Telefoon, Mobilele telefoon (BE), Belangrijkste e-mailadres*, Secundair e-mailadres, Uw voorkeurs-communicatiemethode? (E-mailadres dropdown).
- Notification toggle: Notificaties krijgen (switched on).
- Redacted information: Huidig werkzaam bij, Dienstverlener(s).
- Search bar: Typ om te zoeken.
- Call to action: A red button labeled "Link mijn itsme" with the itsme logo, highlighted by a black arrow pointing from the top header.


What are the steps?

- 1 The itsme-screen is shown
- 2 Open the itsme-app on your smartphone
- 3 Select 'send' on the screen
- 4 Enter the 5-digit code in the itsme-app

Step 2

**Enter your username and
password**

Enter your username and password once to make the link between MyFebelfinAcademy-account and itsme.

Finalize here the connection with MyFebelfinAcademy 

The connection with itsme is almost done. Enter your username and password once to finalize the link with your MyFebelfinAcademy account.

Username [Forgot your username?](#)

Password [Forgot your password?](#)

[Change your password with a reset code you received via sms?](#)

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Step 3

Confirmation message

You are redirected to a pop-up confirming that your account has been linked to itsme. From now on, you can smoothly log in using the itsme-app.



Scenario 3

**An existing user with a link
to itsme**


Log in via the login-screen at my.febelfin-academy.be, using the itsme-button

Log in on MyFebelfinAcademy [Do you register for the first time?](#)

Username [Forgot your username?](#)

Password [Forgot your password?](#)

Log In

 Log in with itsme

[Change your password with a reset code you received via sms?](#)

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itsme

Identify yourself

Mobile phone number

BE (+32)

Remember my phone number?


send

What are the steps?

- 1 The itsme screen is shown
- 2 Open the itsme-app on my smartphone
- 3 Select 'send' on the itsme screen
- 4 Enter the 5-digit code on the itsme app

You gain direct access to your userprofile. No need to enter your username or password.

Persoonlijke informatie Certificaten Bijscholing Planning Resultaten

 Sleep uw profiefoto hier of blader op uw computer. 100% profielvolledigheid

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Achternaam*	<input type="text"/>	Uw voorkeurs-communicatiemethode?	<input type="text" value="E-mailadres"/>
Geboortedatum*	<input type="text"/>	Notificaties krijgen	<input checked="" type="checkbox"/>
Taal*	<input type="text"/>	De gebruiker is gelinkt met itsme	<input checked="" type="checkbox"/>
Afdeling	<input type="text"/>		
Functie	<input type="text"/>		
Huidig werkzaam bij	<input type="text"/>		
Persoonlijke referentie	<input type="text"/>		
Dienstverlener(s)	<input type="text"/>		

Typ om te zoeken