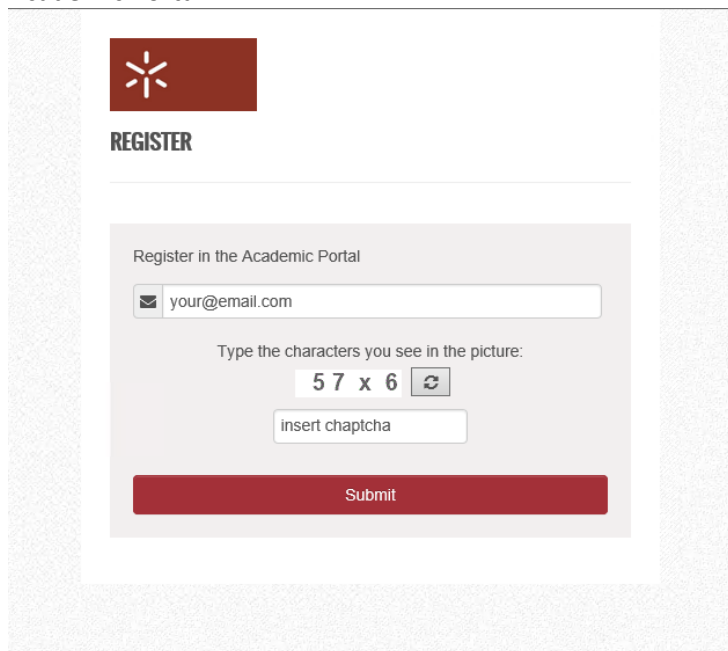


Guide: pre-registration Academic Portal

In order for users outside UMinho to be able to make applications, they must pre-register in the Academic Portal:



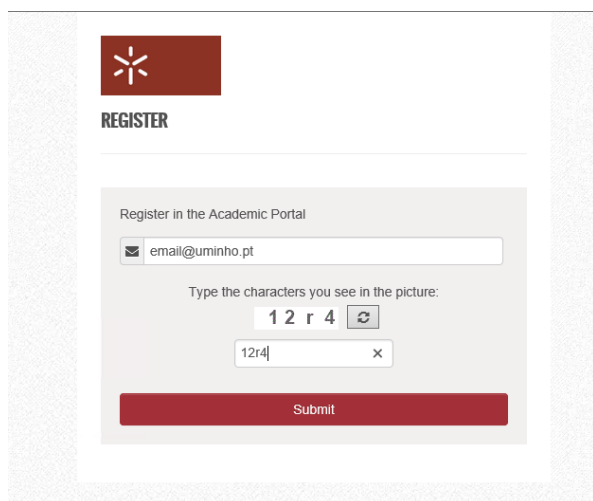
The screenshot shows the 'REGISTER' page of the Academic Portal. At the top left is the UMinho logo. Below it, the word 'REGISTER' is displayed in bold. The main content area is titled 'Register in the Academic Portal' and contains an email input field with the placeholder 'your@email.com'. Below the email field is a CAPTCHA instruction: 'Type the characters you see in the picture:'. The CAPTCHA image shows the characters '5 7 x 6' and a refresh icon. Below the instruction is a text input field containing the placeholder text 'insert chaptcha'. At the bottom of the form is a red 'Submit' button.

This registration will only be for users outside UMinho, so the user must enter his personal email address for the registration, email from UMinho domain will not be accepted.

Alert

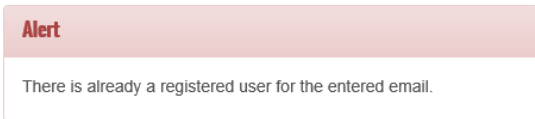
You can not use an account with the UMinho domain for pre-registration

To proceed with the pre-registration, the user must enter his email address and the image characters:

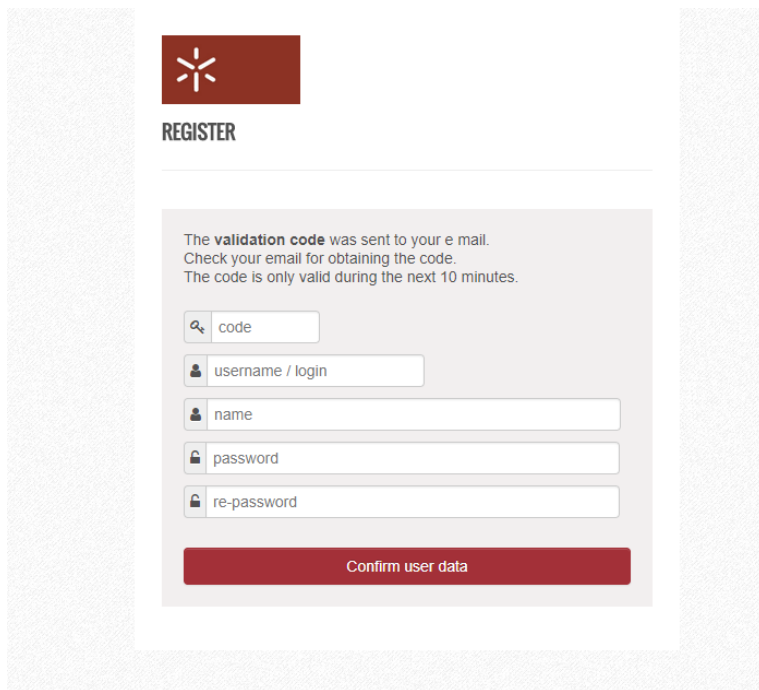


The screenshot shows the 'REGISTER' page of the Academic Portal. At the top left is the UMinho logo. Below it, the word 'REGISTER' is displayed in bold. The main content area is titled 'Register in the Academic Portal' and contains an email input field with the placeholder 'email@uminho.pt'. Below the email field is a CAPTCHA instruction: 'Type the characters you see in the picture:'. The CAPTCHA image shows the characters '1 2 r 4' and a refresh icon. Below the instruction is a text input field containing the characters '12r4' and a clear 'x' button. At the bottom of the form is a red 'Submit' button.

The email address is unique to each user, so an email that is already registered will not be accepted.

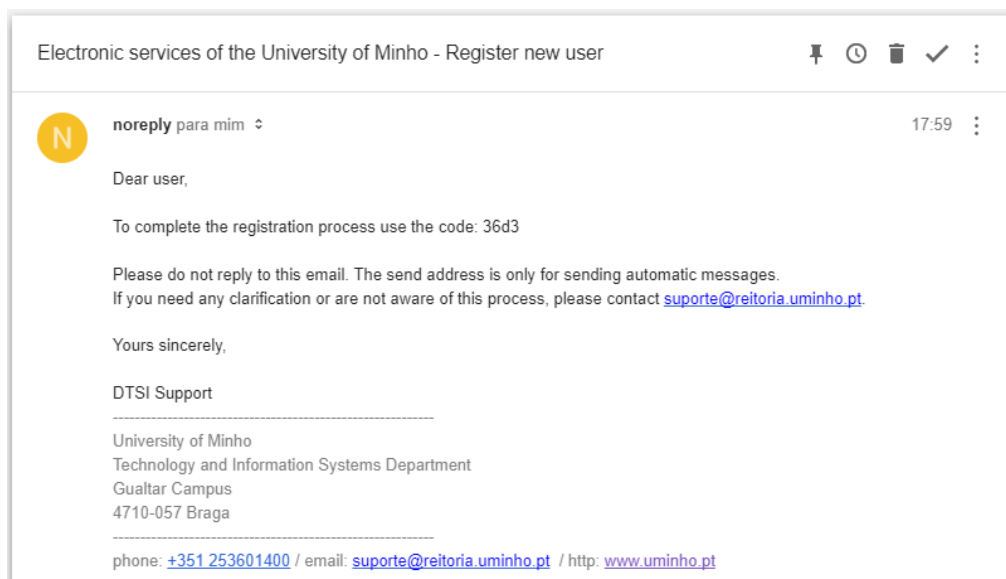


After this step the user can see the following screen:

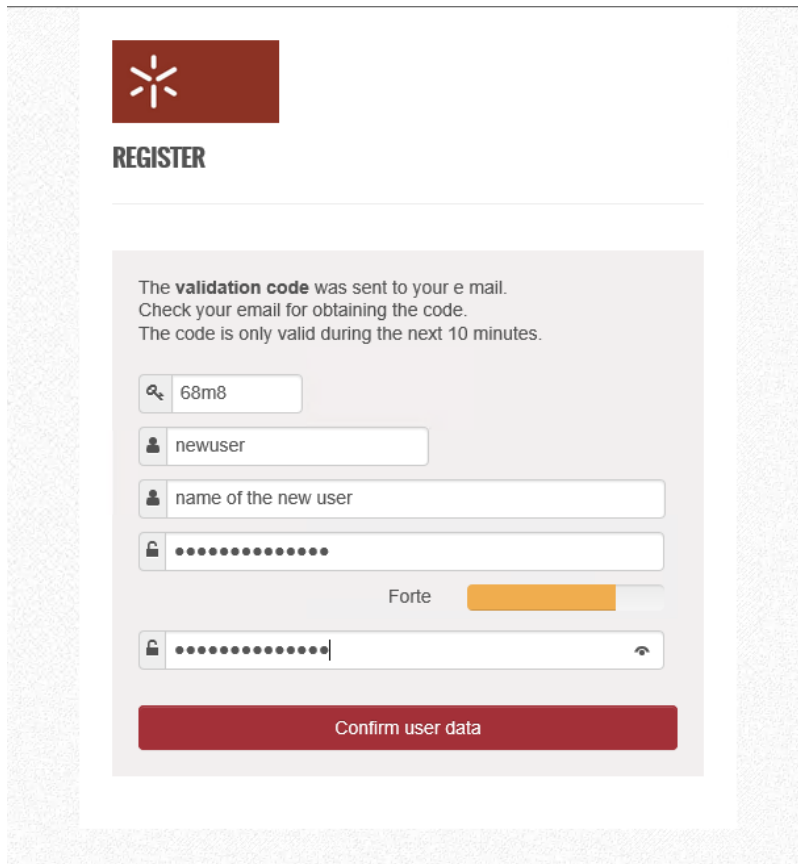


In this screen it is described that an email was sent to the user, containing the validation code, in order to proceed with the user registration.

The screen below shows the email received, with the user code.



After this step, the user enters the code received by email and the rest of the necessary information to complete the registration:

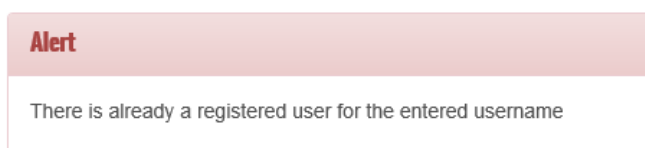


The screenshot shows a registration form with the following elements:

- A dark red header with a white starburst logo and the word "REGISTER" in bold.
- A grey box containing the text: "The **validation code** was sent to your e mail. Check your email for obtaining the code. The code is only valid during the next 10 minutes."
- A search icon and a text input field containing "68m8".
- A user icon and a text input field containing "newuser".
- A user icon and a text input field containing "name of the new user".
- A lock icon and a password input field with 10 dots.
- A strength indicator labeled "Forte" with a yellow progress bar.
- A lock icon and a second password input field with 10 dots and a copy icon.
- A dark red button labeled "Confirm user data".

Note:

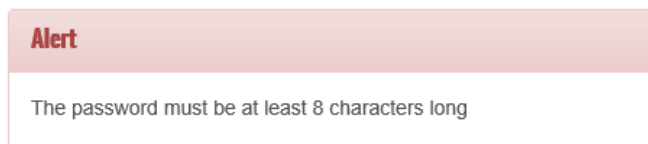
- 1) As it is said on the screen, the validation code will expire in 10 minutes. After this time the user will need to repeat the process from the beginning.
- 2) The **username** is unique and cannot already exist in the system.



Alert

There is already a registered user for the entered username

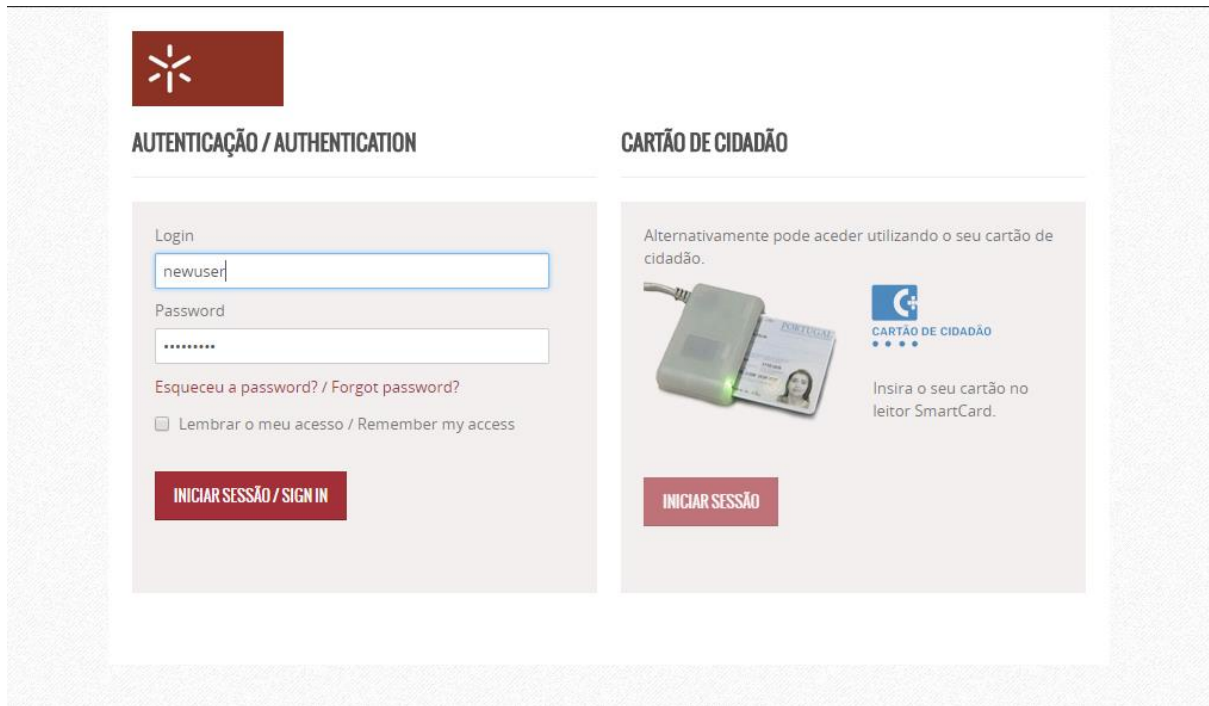
- 3) The full name field is mandatory and the user must enter a password at least "Normal" in order to proceed with the application.



Alert

The password must be at least 8 characters long

The user is forwarded to the login page, where he can log into the portal.



The screenshot shows a login page with a dark red header containing a white star-like logo. Below the header, there are two main sections for authentication.

AUTENTICAÇÃO / AUTHENTICATION

Login

newuser|

Password

.....


Esqueceu a password? / Forgot password?

Lembrar o meu acesso / Remember my access

INICIAR SESSÃO / SIGN IN

CARTÃO DE CIDADÃO

Alternativamente pode aceder utilizando o seu cartão de cidadão.



C
CARTÃO DE CIDADÃO

Insira o seu cartão no leitor SmartCard.

INICIAR SESSÃO