

Profile

Your profile data is the information that will be used in the various function on the portal when you navigate the site.

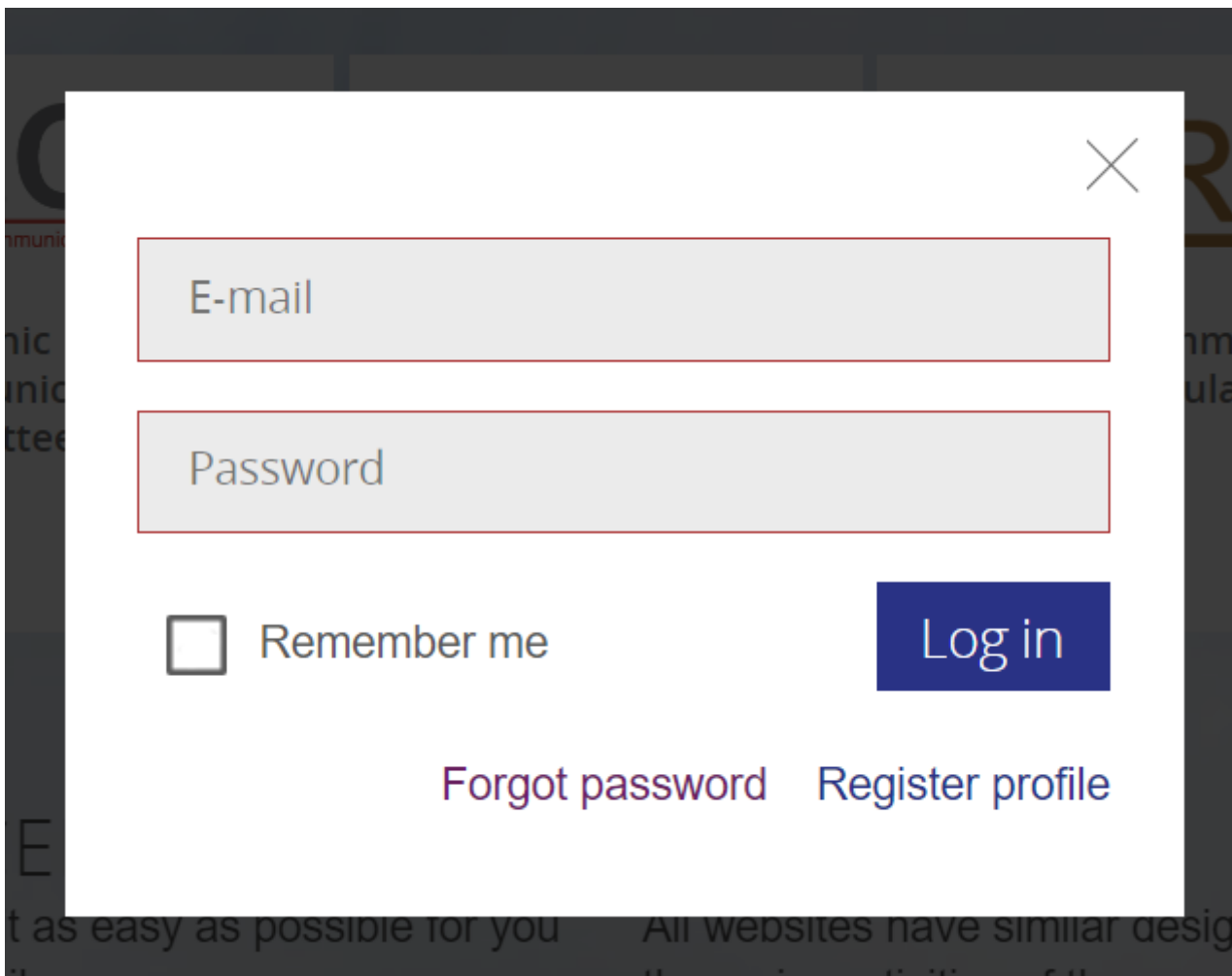
Creating a profile

To create a profile you need to perform 2 steps.

Step 1 is entering your information and submitting the entry form,

step 2 is for you to acknowledge by email link that you want to have an account with us.

On the frontpage of the CEPT portal, you simply click the “Log in” link in the top left corner. And from login box that appears you can now click the “Register Profile” link.

A white login form modal is centered on a dark grey background. The modal has a close button (an 'X' icon) in the top right corner. It contains two input fields: 'E-mail' and 'Password', both with red borders. Below the 'Password' field is a checkbox labeled 'Remember me'. To the right of the checkbox is a blue button with the text 'Log in'. At the bottom of the modal, there are two links: 'Forgot password' in purple and 'Register profile' in blue.

E-mail

Password

Remember me

Log in

[Forgot password](#) [Register profile](#)

A profile entry form will now appear. Please fill out the form with relevant information - be mindful that you only enter business data. Fields marked with a red * are mandatory fields and needs to be filled.

Please read the Terms and Conditions for the use of the portal before entering the Captcha code and submit the form.

We handle information in accordance with the GDPR rules, please read [here](#) for information about the annual account validation and where to find our GDPR policies.

The form is now submitted and shortly after an approval email should arrive in your inbox. Please click this link to approve your wish for an account - this step is to confirm that you asked for the profile yourself and not somebody else.

Changing your profile

| | | | | | | | |
|------------|---------|-----------|-------------|------------------|-----------------|----------------|--|
| Profile | | | | | | | |
| Start page | Profile | My groups | My meetings | My notifications | My Email Groups | Questionnaires | |

On your startpage - in the section "Profile" you can change your profile data.

Here you can change your profile information, except your main email address. If you need to change this please contact eco@eco.cept.org (please note that a consequence of changing your main email address, could be that you need to re-apply for membership of relevant groups).

You can also change your password on this page, and you will find the special login information needed for the chat system.

Revision #2

Created 2025-03-31 12:59:03 UTC by ECO TECH

Updated 2025-03-31 14:45:29 UTC by ECO TECH