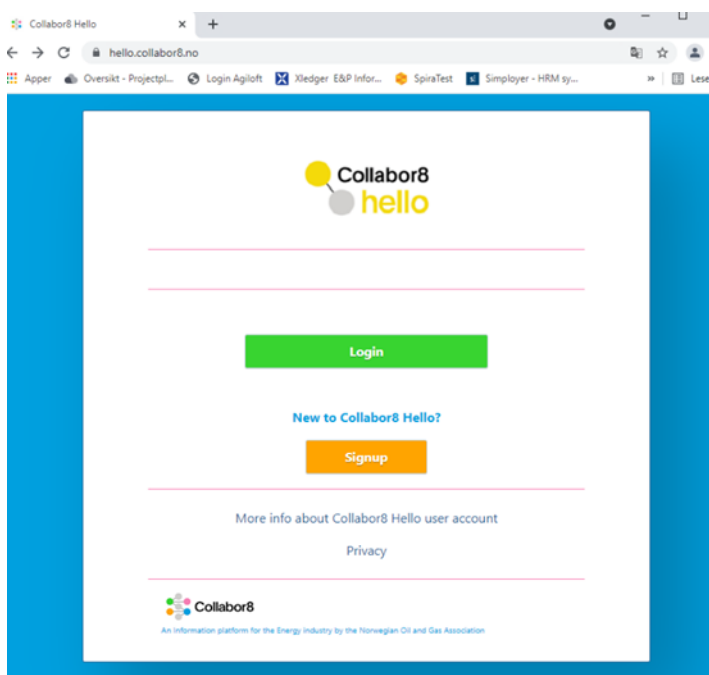
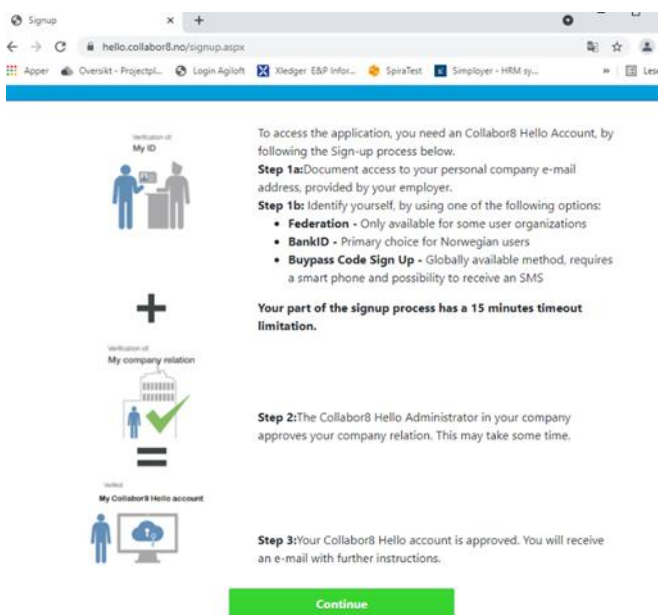


## HOW TO SIGN -UP WITH FEDERATION

Step 1: Go to your Application providers URL or <https://hello.collabor8.no/> and click on Sign-up



Step 2: Click continue from the sign-up information window



Signup

hello.collabor8.no/signup.aspx

Verification of My ID

To access the application, you need a Collabor8 Hello Account, by following the Sign-up process below.

**Step 1a:** Document access to your personal company e-mail address, provided by your employer.

**Step 1b:** Identify yourself, by using one of the following options:

- **Federation** - Only available for some user organizations
- **BankID** - Primary choice for Norwegian users
- **Bypass Code Sign Up** - Globally available method, requires a smart phone and possibility to receive an SMS

**Your part of the signup process has a 15 minutes timeout limitation.**

Verification of My company relation


**Step 2:** The Collabor8 Hello Administrator in your company approves your company relation. This may take some time.

My Collabor8 Hello account

**Step 3:** Your Collabor8 Hello account is approved. You will receive an e-mail with further instructions.

Continue

### Step 3: Enter Your Personal Company e-mail address, First name, Last name and Justification and click Continue



To register a new account, please complete the following form.  
You can read the Collabor8 Hello privacy policy [here](#)

Company Email Address\*

Confirm Company Email Address\*



First Name\*

Last Name\*

Justification\*

Please provide justification as to why you are applying for Collabor8 Hello.

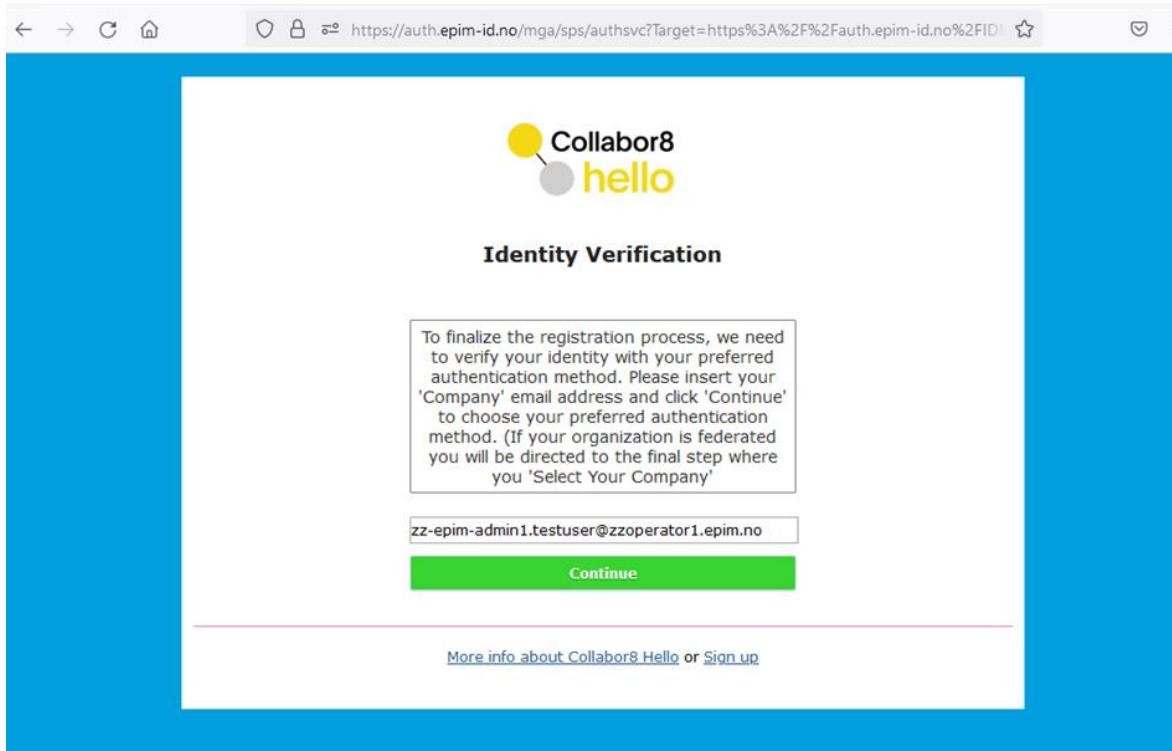
### Step 4: You will now receive an OTP (One Time Password) to the e-mail account used in this sign-up process. Enter OTP code and click Check Code



To verify your identity, a security code has been sent to you at `zz-epim-admin1.testuser@zzoperator1.epim.no`. Please copy and paste the security code here.

**Code**

## Step 5: Enter your e-mail and click Continue



← → ↻ 🏠 🔒 https://auth.epim-id.no/mga/sps/authsvc?Target=https%3A%2F%2Fauth.epim-id.no%2FID%2F... ☆

**Collabor8  
hello**

**Identity Verification**

To finalize the registration process, we need to verify your identity with your preferred authentication method. Please insert your 'Company' email address and click 'Continue' to choose your preferred authentication method. (If your organization is federated you will be directed to the final step where you 'Select Your Company')

zz-epim-admin1.testuser@zzoperator1.epim.no

**Continue**

[More info about Collabor8 Hello](#) or [Sign up](#)

## Step 6: Select Your Company from the drop-down menu and close browser to finish your registration

### Company Selection

Please select your company from the list and press confirm to complete registration.

Select Company: \*

Confirm Company

**Step 7 Approval from your company's Collabor8 Hello Administrator (You will receive an email from [verification.hello@collabor8.no](mailto:verification.hello@collabor8.no) when your request has been approved.**

Fra: [verification.hello@collabor8.no](mailto:verification.hello@collabor8.no) <[verification.hello@collabor8.no](mailto:verification.hello@collabor8.no)>

Sendt: torsdag 19. august 2021 08:18

Til: Roar Vika <[RV@norog.no](mailto:RV@norog.no)>

Emne: Hello Account approved

\*\*\* MERK! Denne meldingen er sendt fra en avsender utenfor din egen organisasjon \*\*\*

Thank you for registering a Hello account.

Your Hello account is now approved by your company's Hello Administrator.

Please proceed by:

- Accessing the desired web application, using the application's URL.
- Login using the registered e-mail account and the identification method used during registration.
- Follow directions presented by the application.

You can administrate your Hello Account using the Self-service interface available on <https://hello.collabor8.no>.

Kind Regards

The Collabor8 Hello team

An Information platform for the Energy industry by the Norwegian Oil and Gas Association