

# Accessing the Conference Online Platform

Dear ISSRE 2020 Participant,

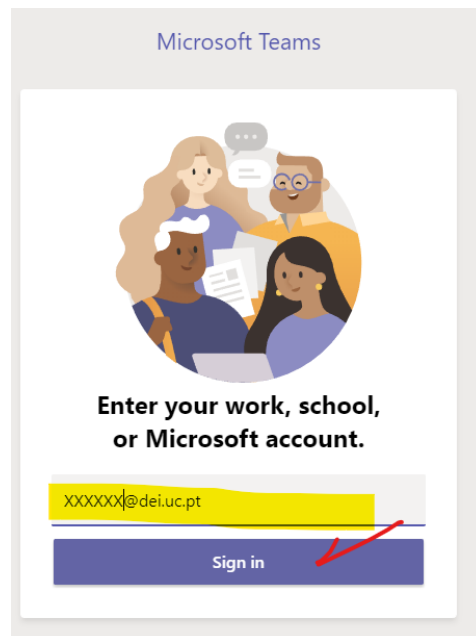
ISSRE2020 will run online using the **Microsoft Teams** platform. You received an e-mail with your credentials (username and password) used to enter the conference platform. Although this process is quite straightforward, the steps below will give you some help in the first time you access the ISSRE2020 platform.

## 1. Install Microsoft Teams

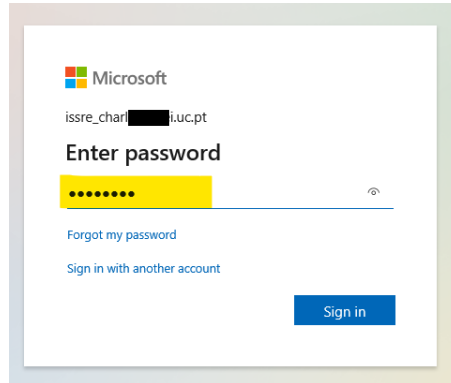
Go to the download page (<https://www.microsoft.com/pt-pt/microsoft-365/microsoft-teams/download-app>) to get the Microsoft Teams app and install it!

You can also use the web version (<https://teams.microsoft.com/>), but we strongly suggest using the app for a better experience and avoiding problems (ISSRE support team has experience in the app version).

## 2. Open the app and login using your credentials



### 3. Add the provided password



Microsoft  
issre\_charl[REDACTED].uc.pt

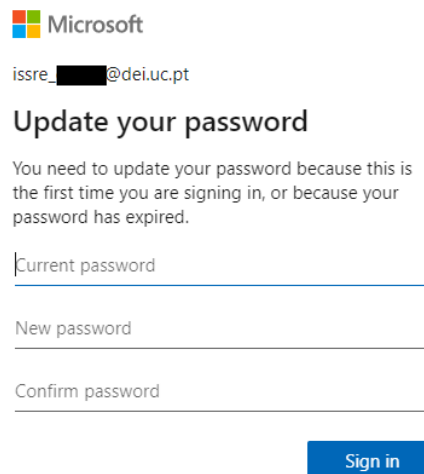
### Enter password

.....

[Forgot my password](#)  
[Sign in with another account](#)

Sign in

### 4. Now you are required to change your password



Microsoft  
issre\_[REDACTED]@dei.uc.pt

### Update your password

You need to update your password because this is the first time you are signing in, or because your password has expired.

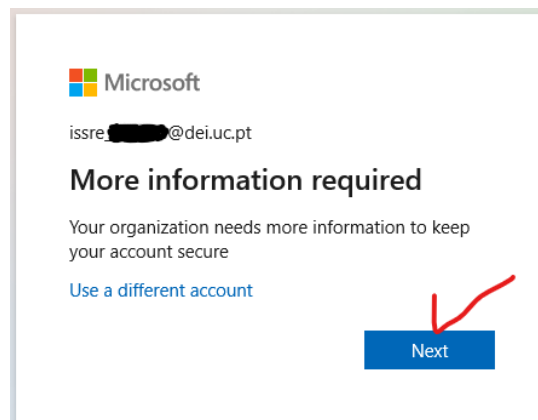
Current password

New password

Confirm password

Sign in

### 5. And add additional information to enable password recovery



Microsoft  
issre\_[REDACTED]@dei.uc.pt

### More information required

Your organization needs more information to keep your account secure

[Use a different account](#)

Next

## 6. Choose phone and/or e-mail

don't lose access to your account!

To make sure you can reset your password, we need to collect some info so we can verify who you are. We won't use this to spam you - just to keep your account more secure. You'll need to set up at least 1 of the options below.

! Authentication Phone is not configured. [Set it up now](#)

! Authentication Email is not configured. [Set it up now](#)

finish cancel

## 7. Add the verification code

Microsoft issre.████████@dei.uc.pt | ?

don't lose access to your account!

Please verify your authentication email address below. Don't use your primary work or school email.

Authentication Email  
████████████████████

email me

We've sent an email message containing a verification code to your inbox.

████████████████████ verify

back

## 8. Finish the setup

Microsoft issre.████████@dei.uc.pt | ?

don't lose access to your account!

Thanks! We'll use the info below to recover your account if you forget your password. Click "finish" to close this page.

! Authentication Phone is not configured. [Set it up now](#)

✓ Authentication Email is set to charles.fg@gmail.com. [Change](#)

finish cancel

Now you will be able to navigate in the **ISSRE 2020** conference platform.

If you have any questions or problems, please contact us via Skype at **mvieira1975** or send an e-mail to **mvieira@dei.uc.pt**.