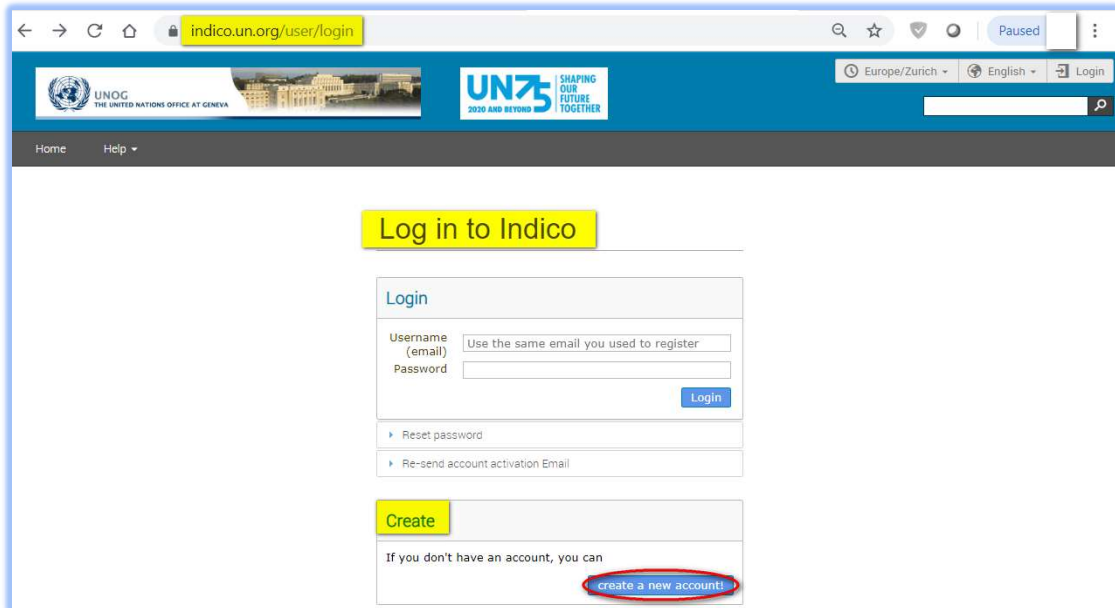


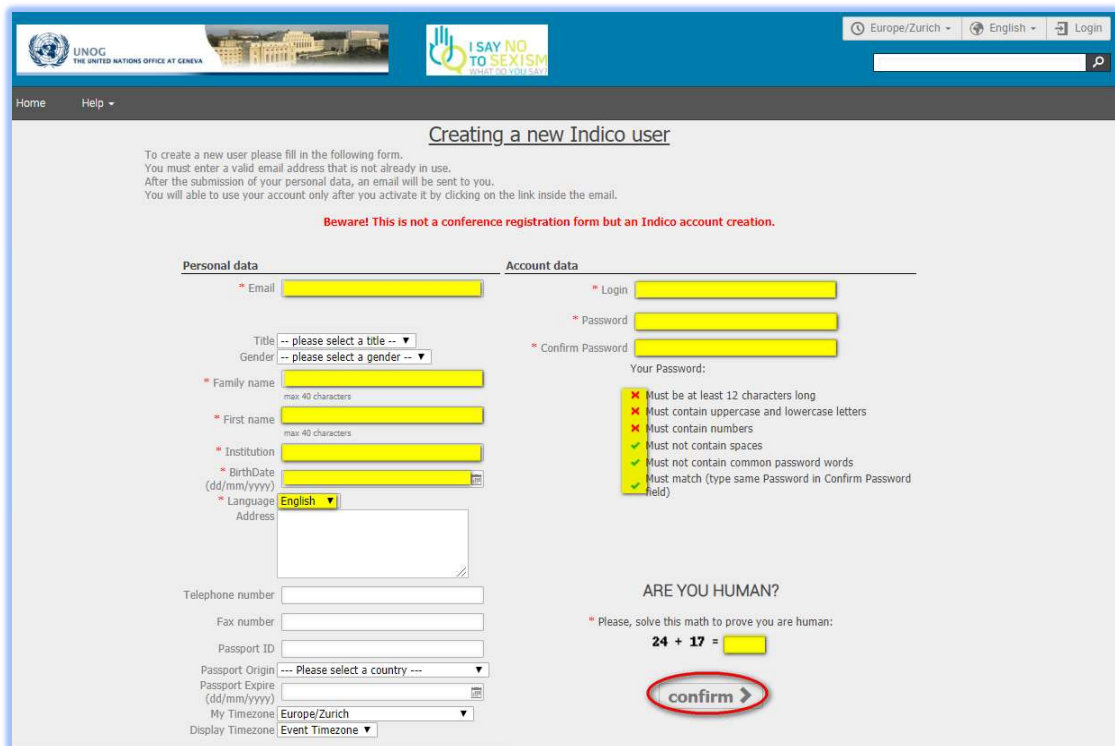
CREATE AND ACTIVATE AN INDICO ACCOUNT

Create an Account

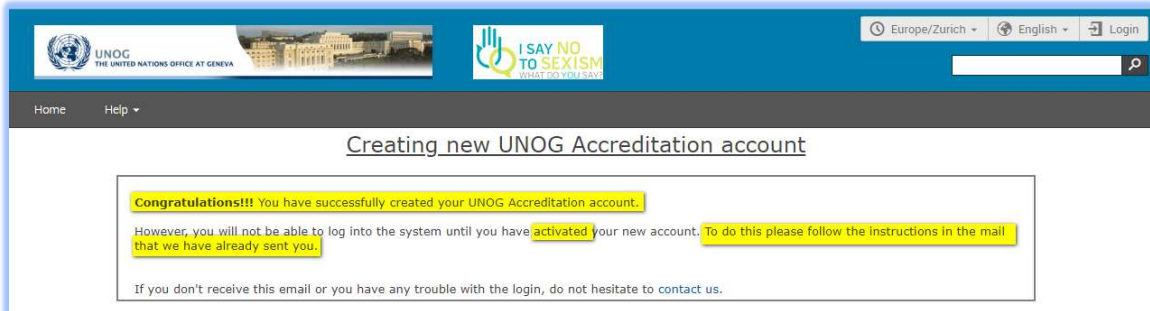
- Navigate to <https://indico.un.org/user/login> and click **create a new account**.



- The below screen appears. Complete all fields marked *. They are mandatory.

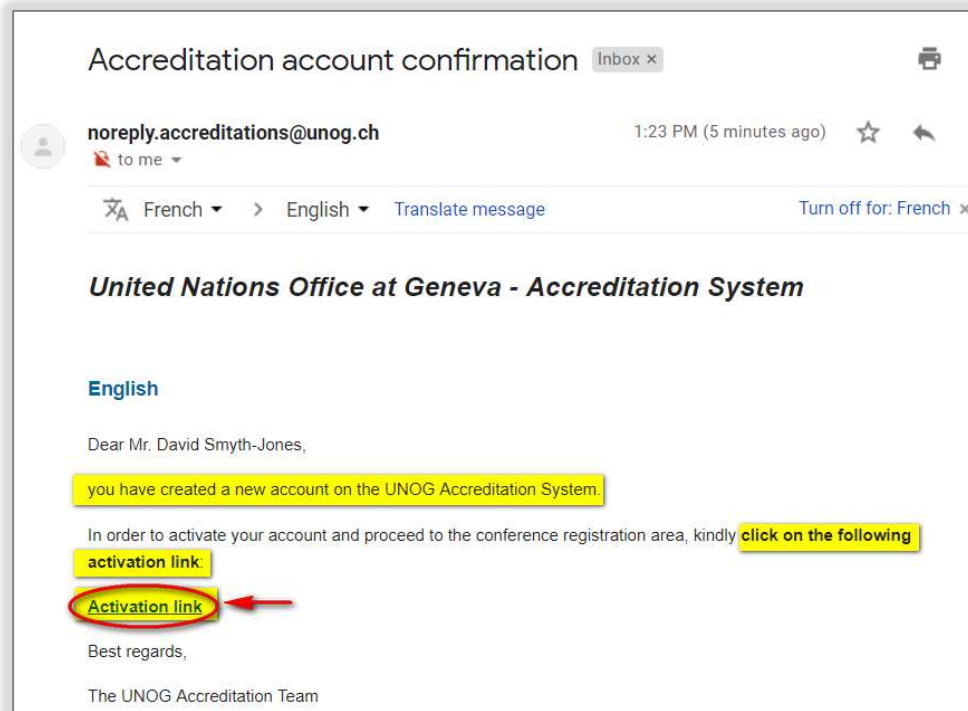


- The email address entered serves as the user ID for the newly created account.
- Ensure that **all 6** criteria for establishing a password are met – **you should achieve 6 green check marks** ✓ (If the criteria for setting the password is not visible, it is probably due to an incompatible browser being used - switch to Chrome or Firefox).
- Solve the math sum under **ARE YOU HUMAN?** and click **confirm**.
- A message appears on-screen (sample below) confirming the successful creation of the account and advising you to check your email to activate the account.



Activate an Indico Account

- In your in box, find the Indico account activation email from noreply.accreditations@unog.ch – it will feature the following text in the subject line “*Accreditation account confirmation*”.
- Open the email and click the activation link.



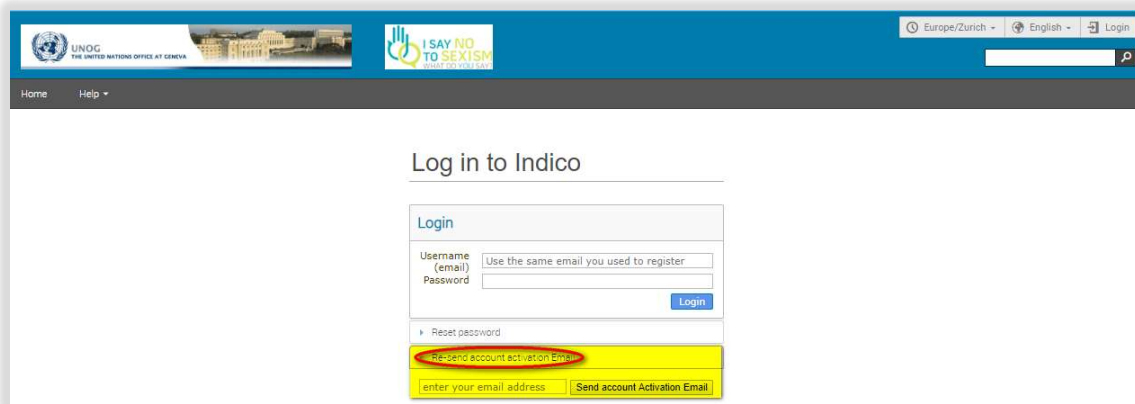
- A message appears on-screen (sample below) confirming the account is activated.



- Proceed to log in to Indico – click either **Login** (top-right corner of the screen) or **Click HERE to Register for this Conference**.

No Activation eMail Received

- If you fail to find the activation email, check your Spam or Junk folder. Alternatively, click the **Re-send account activation Email** link on the Indico log in page, enter the email address under which you created your Indico account and click **Send account Activation Email**. Check your email account again.



- Failing that, send an email to support.accreditation@un.org

---END---