**JIAMCATT has moved to a new site!**

As the new site is situated within the European Commission's environment, all users of the new site first need a so-called "**EU Login**" (formerly know as ECAS code).

**Everyone who had full access to the old site ( jiamcatt . org ) needs to re-register for the new site.**

Steps 1 and 2 describe how to get access to the new site, for those who have been active on the old site.

Steps 3 and 4 describe how to get access to the new site, for new participants (anyone who has either never used the old JIMACATT site, or who has not done so in over 2 years (since 1 December 2014).

Steps 1 and 4 are for users outside the EU. Steps 2 and 3 are for users with EU email accounts (or EU Logins).

All JIAMCATT users who have been active within the last two years, specifically who have actively used the old site since 1 December 2014, have been pre-registered for an EU Login, and can proceed with the steps outlined in 1. or 2. below. All others, please refer to step 3 or 4 below.

As a transitional measure, anyone registered as a bona fide JIAMCATT site participant (known as "Member" prior to July 2016) can register for the new site without further clearance.

After the transition period, registration (including reactivation of old members) will only be possible along the terms of the new JIAMCATT Membership and Participation Policy as approved by IAMLADP in July 2016.

1. **Info for users who are already pre-registered (EU Login created)**

***(for all users (formerly called "Members") of the old site ( jiamcatt . org ) who logged on to the old site within the last 2 years (specifically since 1 December 2014), but who do not have EU email addresses)***

If you do not have an ECAS account / EU Login:

* Click on this [**link**](https://webgate.ec.europa.eu/fpfis/wikis/pages/viewpage.action?spaceKey=JIAMCATT&title=JIAMCATT+Public+page)
* Insert the email address with which you are currently registered on the old JIAMCATT site

You can find this email address when logged on to the old site, but going down the left menu bar of the old site, to **Menu** -> **My Tiki** -> **Preferences** and opening the third tab **'Account information**' and noting the email shown there. *NOTE that any attempt to* ***change*** *this email address at this point is useless, as email addresses were sent to EU in mid-December 2016. You can only switch to the new site by using the email address shown there. You will subsequently be able to request a change of email address on the new site, following the new instructions that will be available there, should this be necessary.*

* Click on “Next”
* Click on “Lost your password?” to create your individual password
* Enter the code (captcha)
* Click on “Get a password”
* Check your mailbox (mail “EU Login Password Initialisation“)
* Click on the link you inserted in the mail received from the Authentication Service
* Define and enter your new individual password
* Confirm it
* Click on “Submit”
* Click on “Proceed”

You will automatically reach the **new JIAMCATT Public Page**. If not, please click on this [**link**](https://webgate.ec.europa.eu/fpfis/wikis/pages/viewpage.action?spaceKey=JIAMCATT&title=JIAMCATT+Public+page).

* Please add it to your Favorites.
* Click on the blue button “**GO TO THE HOME PAGE** (Registered Participants only)” (under the JIAMCATT short presentation) to reach the **new JIAMCATT Home Page** (which you can add to your Favorites too).

1. **Info for users who are pre-registered and have an EU Login**

***(for all "Members" of the old site (jiamcatt.org) who logged on to the old site within the last 2 years (since 1 Dec 2014), who have EU email addresses)***

If you have an ECAS account / EU Login:

* Click on this [**link**](https://webgate.ec.europa.eu/fpfis/wikis/pages/viewpage.action?spaceKey=JIAMCATT&title=JIAMCATT+Public+page)
* Insert the email address you use when you connect through your ECAS account / EU Login
* Click on “Next”
* Insert your password
* Click on “Sign in”

You will automatically reach the **new JIAMCATT Public Page**. If not, please click on this [**link**](https://webgate.ec.europa.eu/fpfis/wikis/pages/viewpage.action?spaceKey=JIAMCATT&title=JIAMCATT+Public+page).

* Please add it to your Favorites.
* Click on the blue button “**GO TO THE HOME PAGE** (Registered Participants only)” (under the JIAMCATT short presentation) to reach the **new JIAMCATT Home Page** (which you can add to your Favorites too).

1. **New external users (with EU Login)**

***(for anyone with an EU email address who either has never taken part in JIAMCATT, or has not logged in for two years (since 1 Dec 2014), as well as anyone who has an EU-Login for some other reason, even if she/he does not have an EU email address, but also has not taken part in JIAMCATT, or not since 1 Dec 2014)***

* Click on this [**link**](https://webgate.ec.europa.eu/fpfis/wikis/pages/viewpage.action?spaceKey=JIAMCATT&title=JIAMCATT+Public+page)
* Insert the email address you use when you connect through your ECAS account / EU Login
* Click on “Next”
* Insert your password
* Click on “Sign in”

You will automatically reach the JIAMCATT Public Page. If not, please click on this [**link**](https://webgate.ec.europa.eu/fpfis/wikis/pages/viewpage.action?spaceKey=JIAMCATT&title=JIAMCATT+Public+page).

* Scroll down till you reach the “Register” section
* Fill in the form
* Attach the requested formal letter of support (PDF format)
* Submit the form

Your registration request will be processed as soon as possible. If all details are correct, your registration will be confirmed by email soon afterward.

The email will contain a link which will allow you to automatically reach the [JIAMCATT Public Page](https://webgate.ec.europa.eu/fpfis/wikis/display/JIAMCATT/JIAMCATT+Public+page).

* Click on this [**link**](https://webgate.ec.europa.eu/fpfis/wikis/pages/viewpage.action?spaceKey=JIAMCATT&title=JIAMCATT+Public+page)
* Please add it to your Favorites.
* Click on the blue button “**GO TO THE HOME PAGE** (Registered Participants only)” (under the JIAMCATT short presentation) to reach the JIAMCATT Home Page (which you can add to your Favorites too).

1. **New external users (without EU Login)**

***(for anyone who does not fit any of the above 3 categories, specifically anyone who has never taken part in JIAMCATT, or has not logged in since 1 Dec 2014, AND ALSO does not yet have an EU Login)***

* Click on this [**link**](https://webgate.ec.europa.eu/fpfis/wikis/pages/viewpage.action?spaceKey=JIAMCATT&title=JIAMCATT+Public+page)
* Click on “Create an account”
* Follow the instructions
* Click on “Create an account”
* Check your mailbox

Your registration will be automatically confirmed.

* Open the email sent by the European Commission Authentication Service (ecas-admin@ec.europa.eu)
* Click on the link (“this link”) contained in this email

You now should create your password

* **Note** and **save your username/userID** as you will need it in the future, especially a few steps further below (it is 8 characters starting with “n”, to be found on the top, immediately followed by “(External)”) to register on the JIAMCATT Public Page (see below)
* Create your password
* Confirm it
* Click on “Submit”
* Click on “Proceed”
* Close the page you have reached

You now should open the JIAMCATT Public Page and register there as Participant

* Click on this [**link**](https://webgate.ec.europa.eu/fpfis/wikis/pages/viewpage.action?spaceKey=JIAMCATT&title=JIAMCATT+Public+page)

You will automatically reach the JIAMCATT Public Page. If not, please click on this [**link**](https://webgate.ec.europa.eu/fpfis/wikis/pages/viewpage.action?spaceKey=JIAMCATT&title=JIAMCATT+Public+page).

* Scroll down till you reach the “Register” section
* Fill in the form. Note that in doing so you will need to supply the 8 character EU username/userID that you got when creating your EU Login a few steps above.
* Attach the requested formal letter of support (PDF format)
* Submit the form

Your registration request will be processed as soon as possible. If all details are correct, your registration will be confirmed by email soon afterward.

* Click on the link included in the email to open the [JIAMCATT Public Page](https://webgate.ec.europa.eu/fpfis/wikis/display/JIAMCATT/JIAMCATT+Public+page).
* Please add it to your Favorites.
* Click on the blue button “GO TO THE HOME PAGE (Registered Participants only)” (under the JIAMCATT short presentation) to reach the JIAMCATT Home Page (which you can add to your Favorites too).

The old JIAMCATT site, ( at www . jiamcatt . org ) operational since May 2008, will remain for some time. It contains a set of these instructions, after logging in. All new information, including information about, and how to register for JIAMCATT 2017 will be posted to the new site.

*- the JIAMCATT Admin team, 12 January 2017*