

IEDC Portal Login Instructions

Welcome to IEDC's new portal.

The following are instructions for logging in for the first time.

1. Visit <https://portal.iedc.org>.
2. You will be prompted to sign in with your account email address (*Figure 1*).
3. Enter your account email address and click the “Next” button.

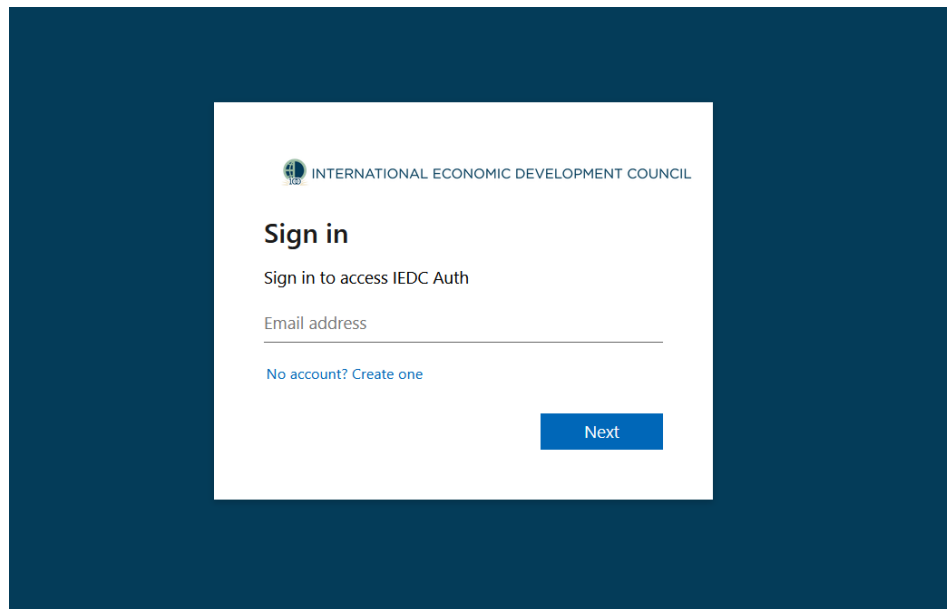
The image shows a screenshot of the IEDC Portal login interface. It features a dark blue background with a white rectangular login form in the center. At the top of the form is the IEDC logo, which consists of a globe icon and the text 'INTERNATIONAL ECONOMIC DEVELOPMENT COUNCIL'. Below the logo, the heading 'Sign in' is displayed in a bold font. Underneath the heading, the text 'Sign in to access IEDC Auth' is shown. A label 'Email address' is positioned above a text input field. Below the input field, there is a link that reads 'No account? Create one'. At the bottom right of the form, there is a blue button with the word 'Next' in white text.

Figure 1

4. **You must reset your password upon your very first login.**
5. To reset your password, click the "Forgot password?" hyperlink (*Figure 2*).

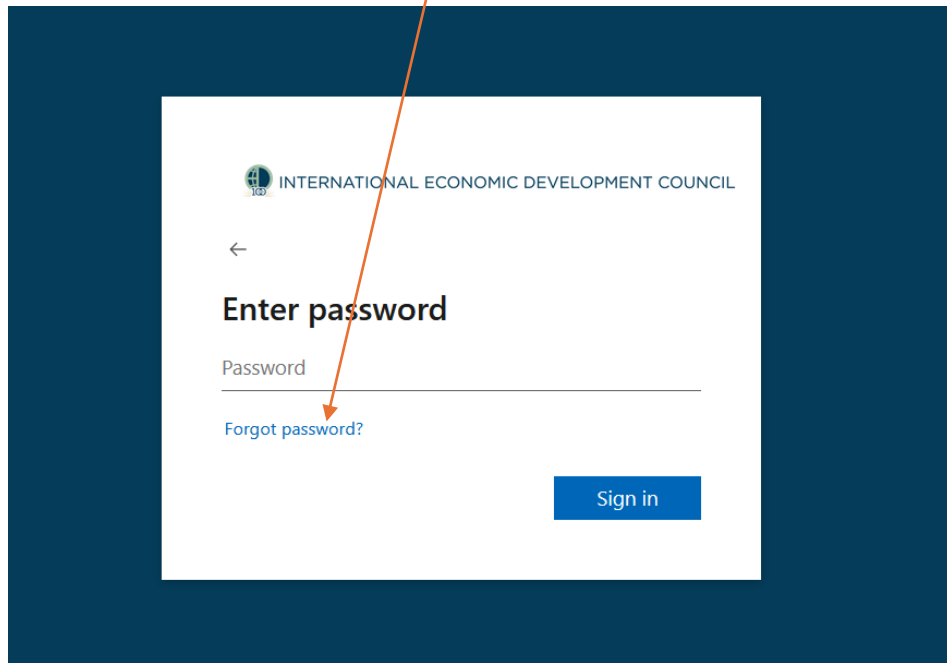


Figure 2

6. You will be directed to the following page (*Figure 3*).
7. Click the "  Email code to" button.

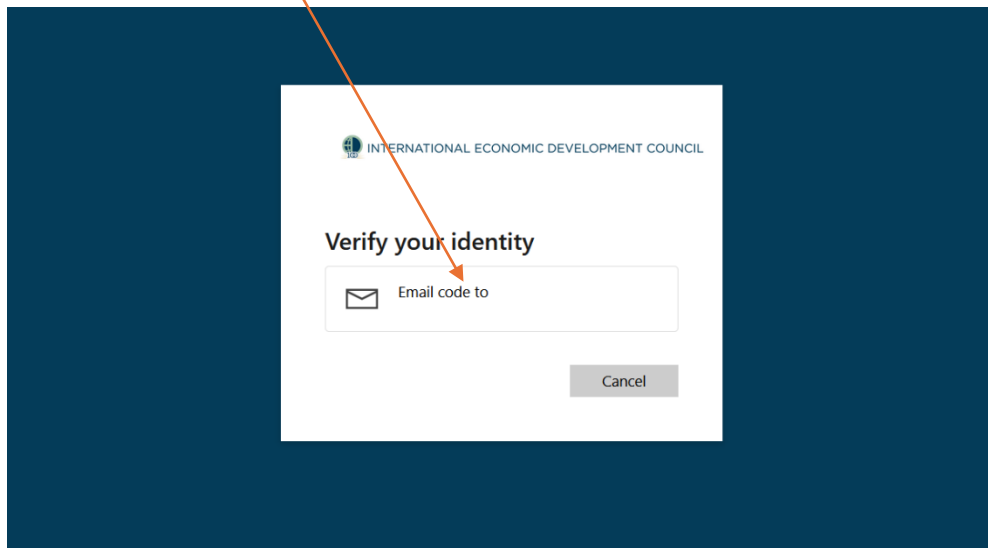


Figure 3

8. The next screen (*Figure 4*) will prompt you for a verification code.
9. Check your email (*Figure 5*).
10. You will receive an email with the subject line "*Your IEDC Auth account verification code*" (*Figure 5*). This email contains an account verification code. Use this verification code (*Figure 4*).

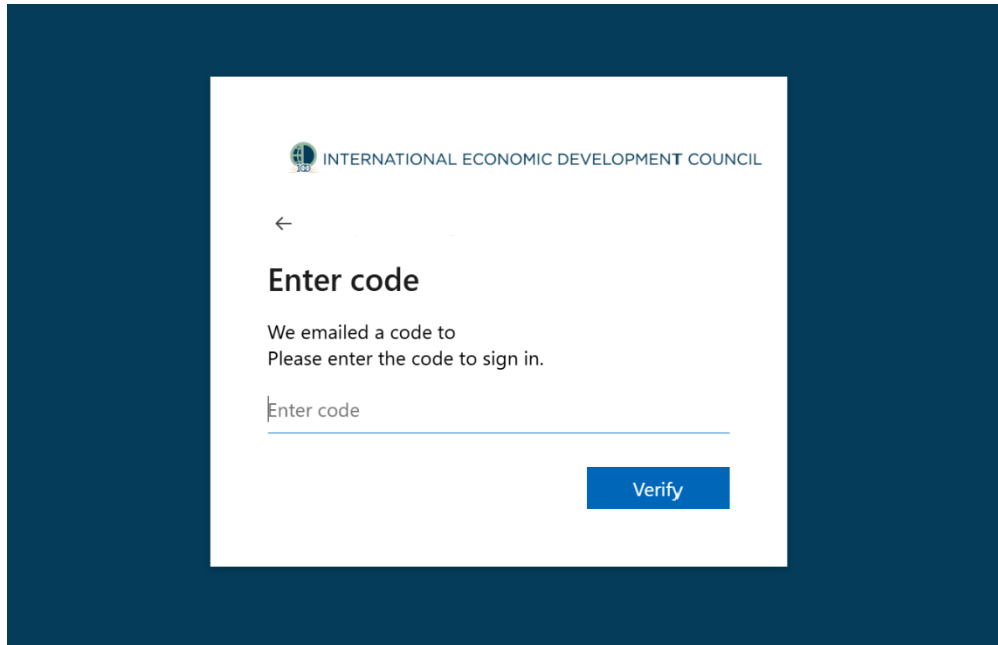


Figure 4

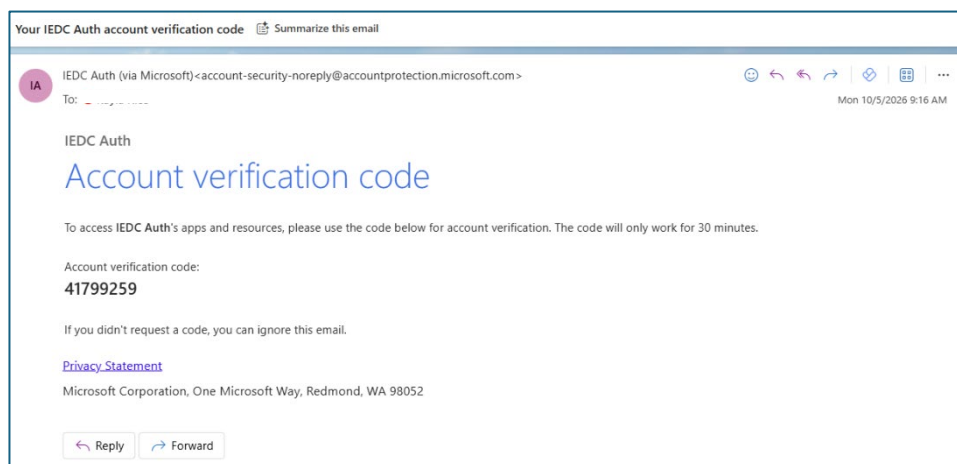
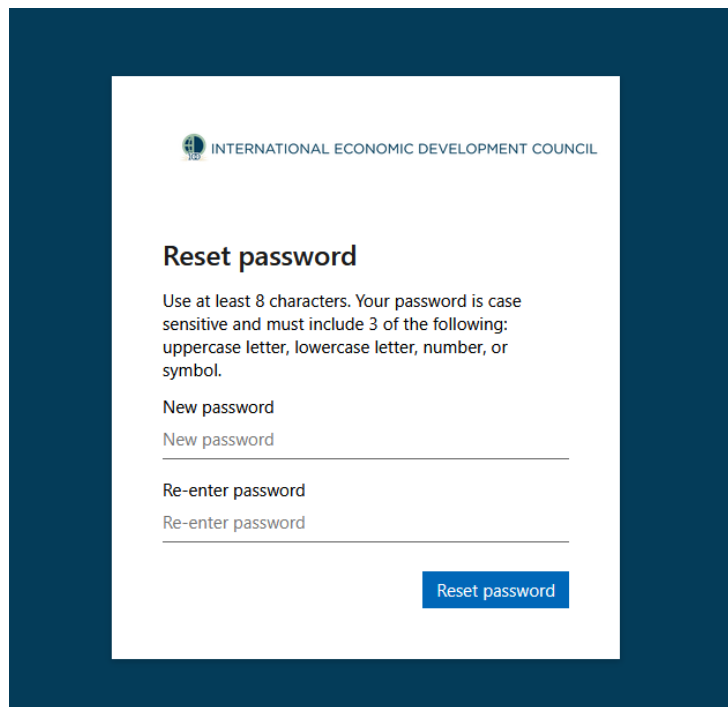


Figure 5

11. Enter the code, then click “Verify”
12. Now enter your **new** password twice.



The screenshot shows a web form for resetting a password. At the top, there is a logo for the International Economic Development Council. Below the logo, the title "Reset password" is displayed. A paragraph of instructions states: "Use at least 8 characters. Your password is case sensitive and must include 3 of the following: uppercase letter, lowercase letter, number, or symbol." There are two input fields: "New password" and "Re-enter password", each with a placeholder text of the same name. A blue button labeled "Reset password" is located at the bottom right of the form.

Figure 6

13. You should now be able to log in to your account.