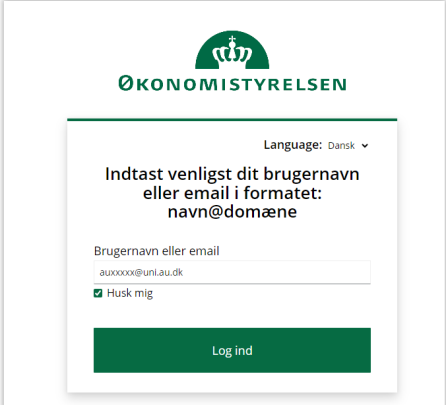
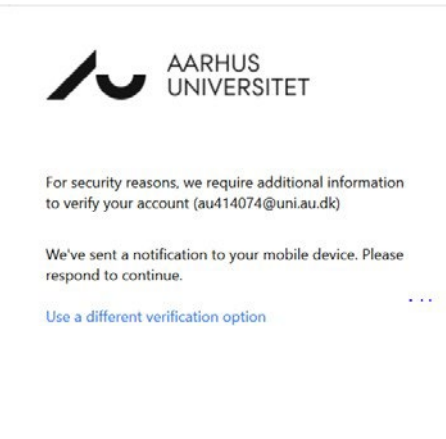


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1 About this guideline

This guideline contains information about how to log on to IndFak with Single Sign On (SSO)
You must have a username in the format AUxxxxxx@uni.au.dk.

2 How to log on to IndFak with Single Sign On (SSO)

Handling	Beskrivelse	
Log on to RejsUd	<p>IndFak is a module in the same system as RejsUd</p> <p>Link: https://sso.indfak2.dk/adfs/</p> <p>We recommend the internetbrowser Google Chrome.</p>	
Two-factor recognition at the first time you log on to RejsUd.	<p>The first time you want to log on to IndFak you have to type your username.</p> <p>Write your username (your technical email address, see below): AUxxxxxx@uni.au.dk Replace xxxxxx with your unique AU ID number. For example: AU404174@uni.au.dk Click Login.</p> <p>Verify with two-factor recognition</p>	 <p>The screenshot shows the login page for Økonomistyrelsen. It features the university logo and the text 'ØKONOMISTYRELSEN'. Below this, there is a language dropdown set to 'Dansk'. The main instruction is 'Indtast venligst dit brugernavn eller email i formatet: navn@domæne'. There is an input field for 'Brugernavn eller email' containing 'auxxxxxx@uni.au.dk' and a checked checkbox for 'Husk mig'. A green 'Log ind' button is at the bottom.</p>
Next time you want to use RejsUd	<p>Next time you choose the internet address https://sso.indfak2.dk/adfs/ you will be logged in automatically</p>	 <p>The screenshot shows a verification page from Aarhus University. It features the university logo and the text 'AARHUS UNIVERSITET'. Below this, it states: 'For security reasons, we require additional information to verify your account (au414074@uni.au.dk)'. It then says 'We've sent a notification to your mobile device. Please respond to continue.' and provides a link 'Use a different verification option'.</p>