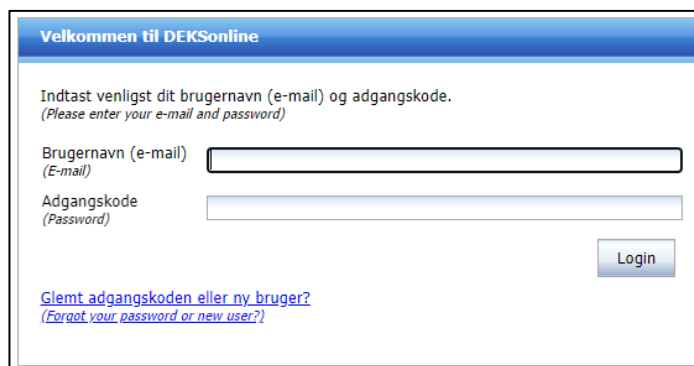


March 2024

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Logging in for the first time

- Open the webpage deksonline.dk.
Use Microsoft Edge or Google Chrome. Internet Explorer cannot be used.
- Click in the field next to *E-mail* and enter the e-mail address you have been registered with at DEKS.



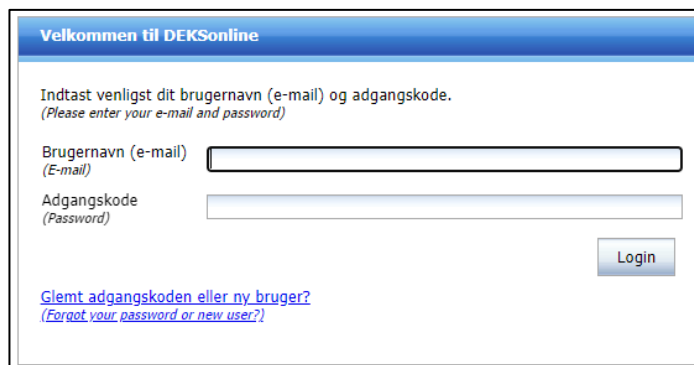
- Click on [Forgot your password or new user?](#) press [Send].
- You will shortly receive an email from DEKSONline.
If you do not receive the email, it may have ended up in the your spam folder.
- Click on the link [Reset password](#), the link is valid for 30 minutes.



- You are asked to type an optional password which must
 - Be at least 8 characters long
 - Contain both upper- and lower-case letters
 - Contain a minimum of 1 number or special character.
- Repeat the password in the field next to *Repeat password*.
- Press [Gem kodeord]. Your password has now been changed.

Login

- Open the webpage deksonline.dk.
Use Microsoft Edge or Google Chrome. Internet Explorer cannot be used
- Click in the field next to *E-mail* and enter the e-mail address you have been registered with at DEKS.



- In the field next to *Password*, enter your password, press [Login].

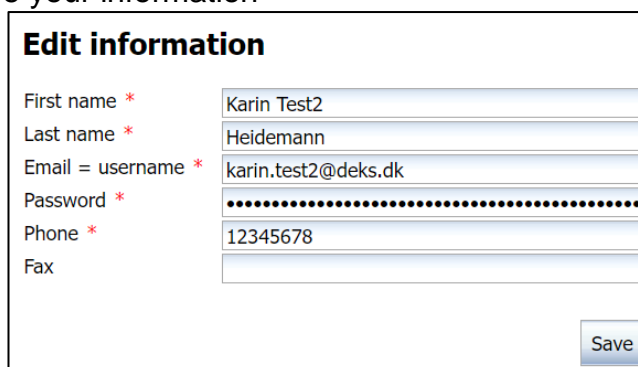
If you need instructions for the functions of DEKSONline, you can see them here: deks.dk/en/laboratories/deksonline-guides/

Changing your password

- Click [My page] in the menu bar at the top.



- You will now see your information



- Double-click in the field next to *Password*, type your new password which must
 - Be at least 8 characters long
 - Contain both upper- and lower-case letters
 - Contain a minimum of 1 number or special character
- Press [Save], your password has now been changed.