

24. oktober 2019

Vejledning – Migrering

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2 Hvem og hvorfor migrere?

Migreringsprocessen skal gennemføres, for at sikre højt niveau af sikkerheden ved login og administration af brugere i finsit. Kravet til adgangskode er avanceret og tilknytning til SMS, ekstern e-mail og app tilbydes. Vi anbefaler brugen af multifaktor godkendelse.

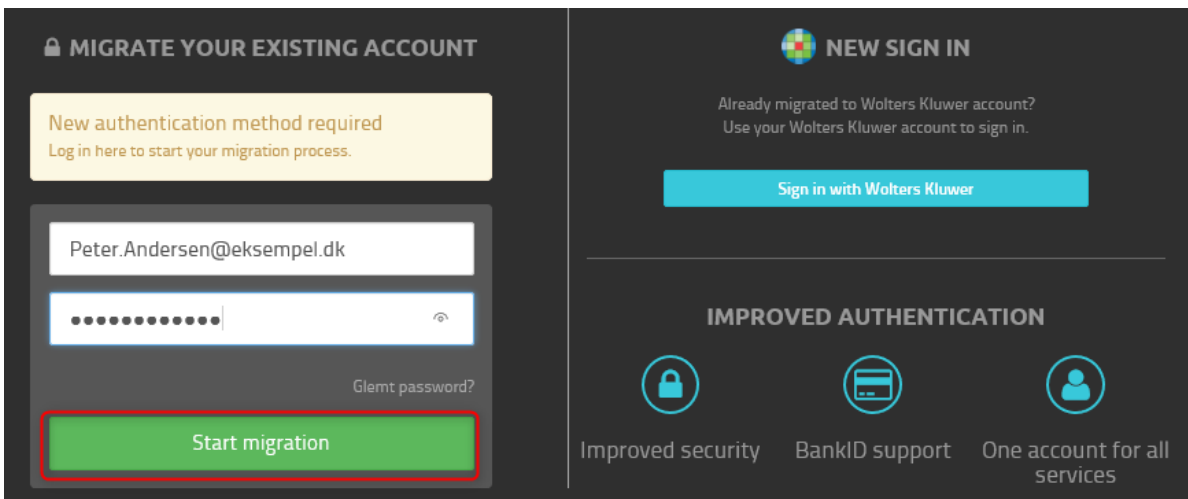
Alle brugere i finsit skal migrere sin konto. Revisor, revisors kunder og øvrige brugere skal igennem denne migrering.

3 Adgangskode

Sproget kan variere afhængigt af den enkelte brugers indstillinger.

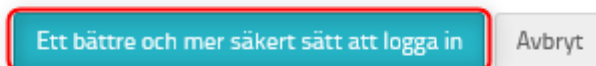
3.1 Migreringen til Wolters Kluwer konto

I venstre del af skærbilledet indtastes brugernavn og adgangskode. Brugernavn er din mailadresse og adgangskoden har du fået tilsendt i en separat mail, da du blev oprettet som bruger i finsit. Såfremt du ikke har denne mail, kan 'Glemt password' aktiveres og du modtager en ny mail med ny adgangskode. Dernæst klikkes 'Start migration'. Herefter åbnes et nyt vindue, hvor migreringsprocessen beskrives.



The image shows two side-by-side screenshots of a web interface. The left screenshot is titled 'MIGRATE YOUR EXISTING ACCOUNT' and features a yellow warning box: 'New authentication method required. Log in here to start your migration process.' Below this is a form with a text input containing 'Peter.Andersen@eksempel.dk', a password input with dots and an eye icon, and a 'Glemt password?' link. A green 'Start migration' button is highlighted with a red border. The right screenshot is titled 'NEW SIGN IN' and asks 'Already migrated to Wolters Kluwer account? Use your Wolters Kluwer account to sign in.' It has a blue 'Sign in with Wolters Kluwer' button. Below is a section 'IMPROVED AUTHENTICATION' with three icons: a padlock for 'Improved security', a card for 'BankID support', and a person for 'One account for all services'.

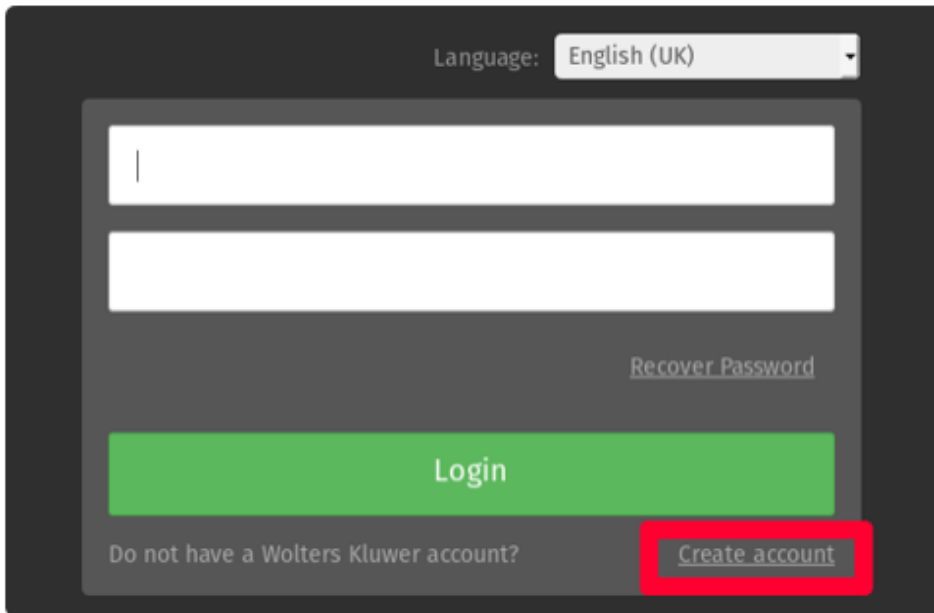
Scrol ned i bunden af dette vindue og aktivér 'Ett bättre och mer sätt att logga in':



The image shows a close-up of the bottom of the migration window. It features a blue button with white text that reads 'Ett bättre och mer säkert sätt att logga in', which is highlighted with a red border. To its right is a grey button with the text 'Avbryt'.

Dernæst skal 'Create account' aktiveres:

|



Click on the "Create account" link

Nedenstående elementer udfyldes og afsluttes med 'Continue.' (se evt. pkt. 3.2.2. Email not available):

First name *

Last name

Email *

Email available

Language *

 ▼


Password *

Confirm password *

Country

 ▼

I have read and understood the terms of use



Insert the text of the image *

OBS!: Alle felter er følsomme for store og små bogstaver

En mail bliver automatisk genereret og sendt til den oprettede mailadresse for at verificere denne.



Email verification

An email has been sent to the email address
Peter.Andersen@eksempel.dk with the instructions about how to
activate your account.

Please check your email inbox to continue the process.

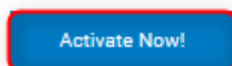
Please press Resend if you have not received the email.



Linket i den modtagne mail aktiveres.

Welcome to the Wolters Kluwer Account System!

You have almost finished creating your user account. To complete this process, please click the button below so we can validate your email address and activate your account.



If you can't use the button above, please copy and paste the link below into the address bar of your web browser.
<https://login.wolterskluwercloud.com/v5.4.0.0/en-GB/ActivateAccount/a1a6c208-d9d7-4600-816d-aacd014c2a7d>

Kind regards,
The Wolters Kluwer Account team

3.1.1 Multifaktor godkendelse

Hver enkelt bruger skal tage stilling til, hvorvidt der ønskes yderligere sikkerhed end blot en adgangskode. Hvis en adgangskode er vurderet tilstrækkelig klikkes 'No, thanks'.

Vi anbefaler at man tilføjer multifaktor godkendelse i form af SMS, mail eller applikation. Brugeren bestemmer selv intervallet for godkendelsen, hvert login eller lavere intervaller.



Your email has been validated and your account is operative.

Using only a password to sign into an application is susceptible to security threats, because it represents a single piece of information which a malicious person could acquire and use.

Multi-Factor Authentication (MFA) is a more secure system as it requires you to enter additional information to sign in.

Whenever you log in using MFA you will be required to enter an authentication code in addition to your password. You can choose to receive the authentication code in any one of three ways: Either using an application on your smartphone; Or sent via SMS to your mobile phone; Or sent via email to your choice of email address. Without the authentication code you will not be able to log into your account. Certain applications may require the mandatory use of MFA to access them.

We strongly recommend that you turn on MFA for the security of your account and information.



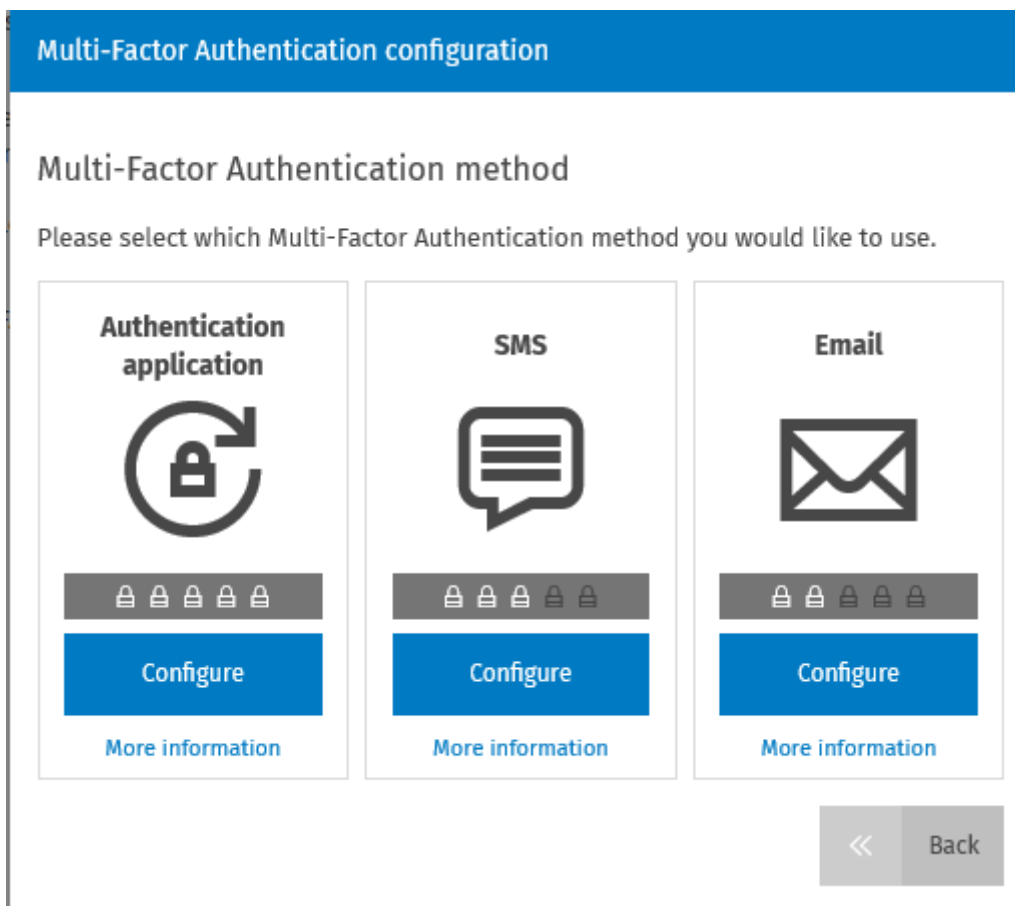
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Ønskes en eller flere af nedenstående sikkerhedsforanstaltninger, skal disse konfigureres. Godkendelses applikation kræver, at brugeren installerer en app på telefonen, som knyttes til den nyoprettede Wolters Kluwer konto, hvorefter denne app giver adgangskoder til login i programmet.

SMS kræver, at brugeren angiver et mobilnummer, hvortil en kode sendes.

Email kræver, at brugeren angiver en anden mailadresse end den, som Wolters Kluwer kontoen er oprettet med, hvortil en kode sendes.

Følg de specifikke instrukser under hvert punkt.



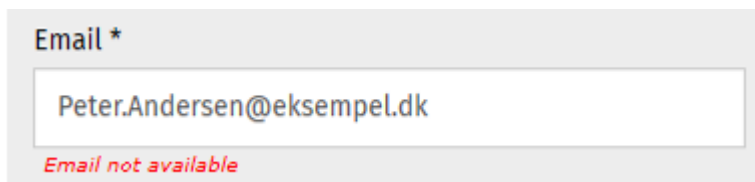
The screenshot shows a configuration screen for Multi-Factor Authentication. At the top, there is a blue header with the text "Multi-Factor Authentication configuration". Below this, the title "Multi-Factor Authentication method" is displayed. A sub-header reads "Please select which Multi-Factor Authentication method you would like to use." There are three main options presented in white boxes with grey borders:

- Authentication application:** Features a circular icon with a padlock and a refresh arrow. Below the icon is a row of five padlock icons, a blue "Configure" button, and a link for "More information".
- SMS:** Features a speech bubble icon with three horizontal lines. Below the icon is a row of five padlock icons, a blue "Configure" button, and a link for "More information".
- Email:** Features an envelope icon. Below the icon is a row of five padlock icons, a blue "Configure" button, and a link for "More information".

At the bottom right of the screen, there is a grey button with a left-pointing arrow and the text "Back".

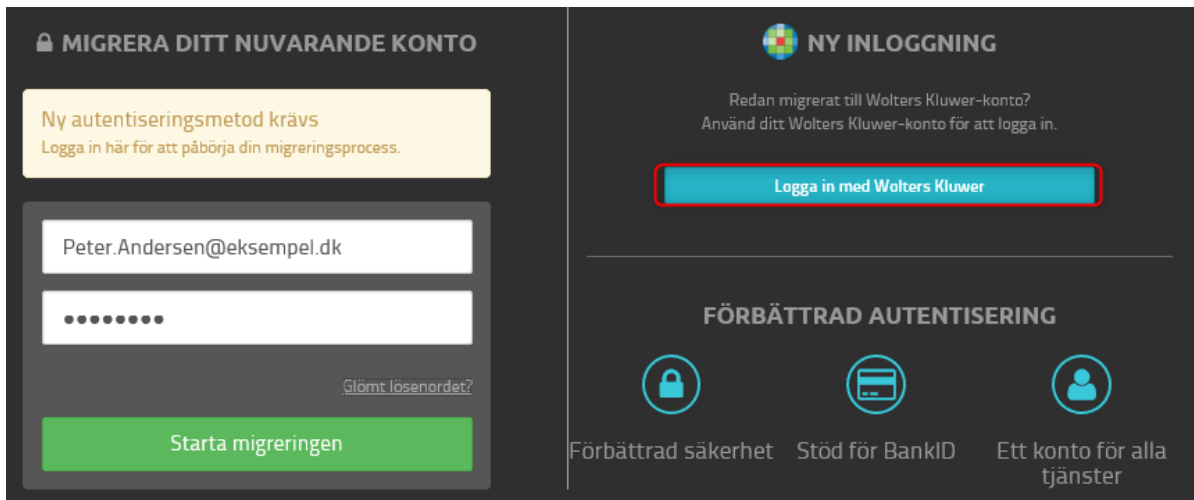
3.1.2 Email not available

Hvis nedenstående meddelelse fremkommer ved indtastning af mailadressen, er denne allerede migreret.



The screenshot shows a form field for "Email *". The input field contains the text "Peter.Andersen@eksempel.dk". Below the input field, there is a red error message that reads "Email not available".

Når brugeren er migreret, kan almindelig login foretages i højre side af skærbilledet:



MIGRERA DITT NUVARANDE KONTO

Ny autentiseringsmetod krävs
Logga in här för att påbörja din migreringsprocess.

Peter.Andersen@eksempel.dk

.....

[Glömt lösenordet?](#)




Starta migreringen

NY INLOGGNING

Redan migrerat till Wolters Kluwer-konto?
Använd ditt Wolters Kluwer-konto för att logga in.

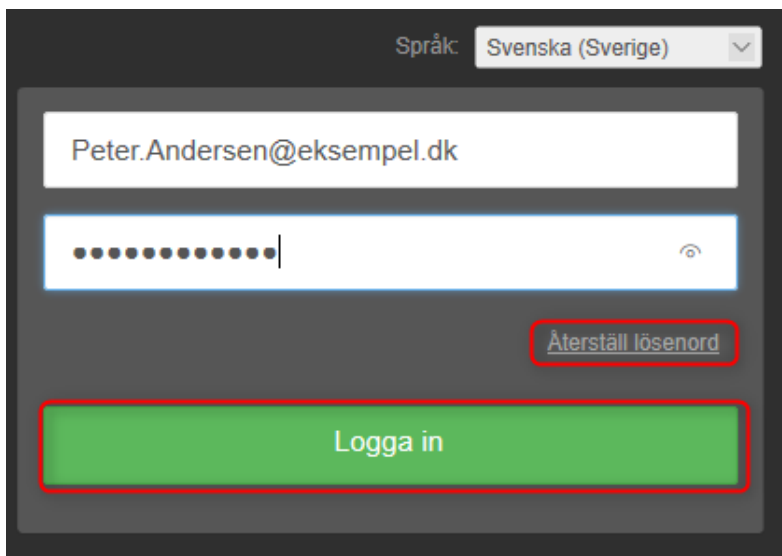
Logga in med Wolters Kluwer

FÖRBÄTTRAD AUTENTISERING

Förbättrad säkerhet Stöd för BankID Ett konto för alla tjänster

Såfremt adgangskoden huskes, logges der ind. Alternativt klik 'Återställ lösenord'



Språk: Svenska (Sverige)

Peter.Andersen@eksempel.dk

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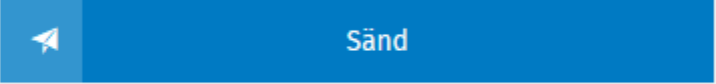
[Återställ lösenord](#)

Logga in

Mailadressen angives:

Återställ lösenord

Ange e-post

 Sänd

[Tillbaka](#)

En mail fremsendes med ny adgangskode:

Recover password

Dear Heidi Donati,

You recently requested a password recovery for your Wolters Kluwer Account using Peter.Andersen@eksempel.dk. Please click on the button below to recover your password.

[Recover password!](#)

If the above button is not working, please copy and paste the link below into the address bar of your web browser.
<https://login.wolterskluwercloud.com/auth/core/v5.4.0.0/SetPassword/0f8a797f-2592-4c63-be1e-aad20090f50e>

Important! This link is only valid for 1 hour.


Kind regards,
The Wolters Kluwer Account team

Det er via ovenstående link muligt at ændre adgangskoden og dermed logge ind med denne:

Change Password

New Password

Confirm Password

 **Send**