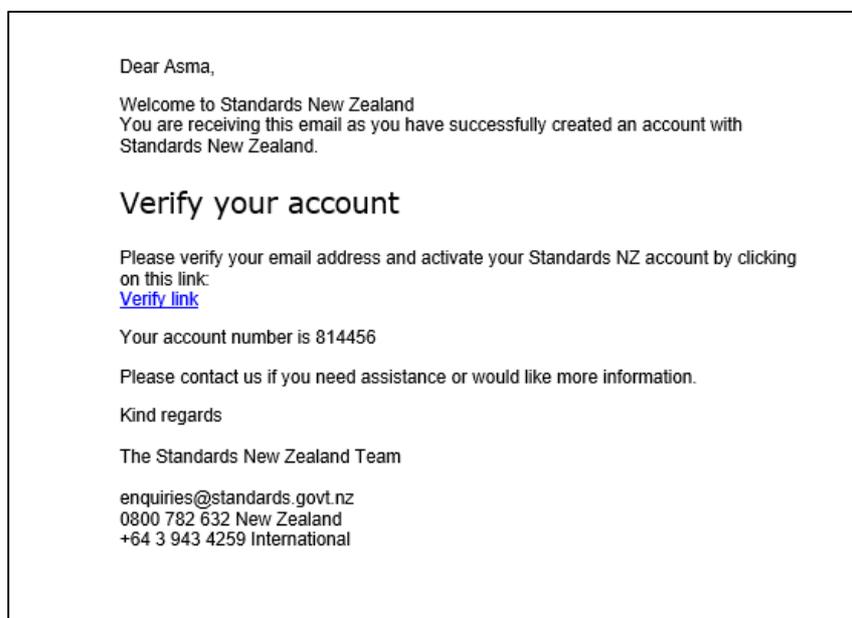# Logging in to your account

Your User Login has changed

As part of the upgraded user interface Standards New Zealand have introduced new security features including a new format for your user ID. At launch your existing account details will be migrated to the new Website and a new user Id will be allocated based on the email address you signed up for the service with. **You will no longer be able to choose your own User ID.** As part of the transition to the new Website you will need to verify your account credentials (email address) and set up a new password.
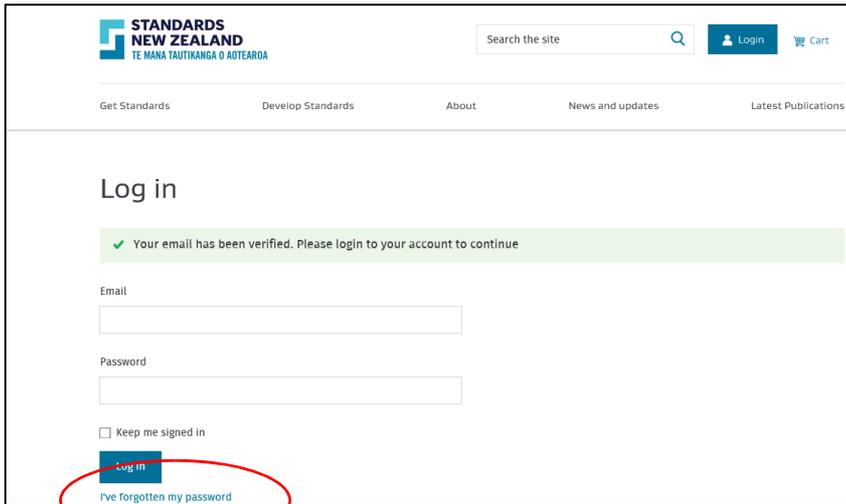
Note: this is a one – off activity that will only be required when we transition to the new Website.

Shortly after launch you will receive an email in your email account requesting you to verify your email address and activate your account e.g.

Dear Asma,

Welcome to Standards New Zealand
You are receiving this email as you have successfully created an account with Standards New Zealand.

Verify your account

Please verify your email address and activate your Standards NZ account by clicking on this link:
Verify link

Your account number is 814456

Please contact us if you need assistance or would like more information.

Kind regards

The Standards New Zealand Team

enquiries@standards.govt.nz
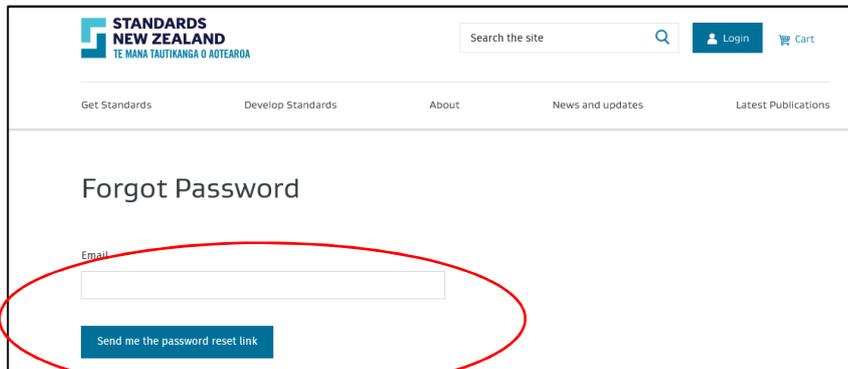0800 782 632 New Zealand
+64 3 943 4259 International

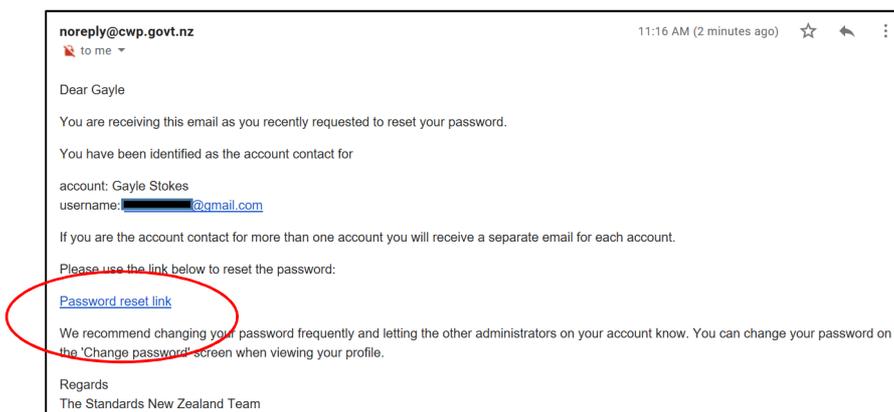To verify your account and set up your new password:

1. Click on the **Verify** link in the body of the email.
   Result: you will be directed to the account verification landing page of the Standards New Zealand Website.
   You will see a message advising you email has been verified.

2. To set up your password click on the **I,ve forgotten my password** link
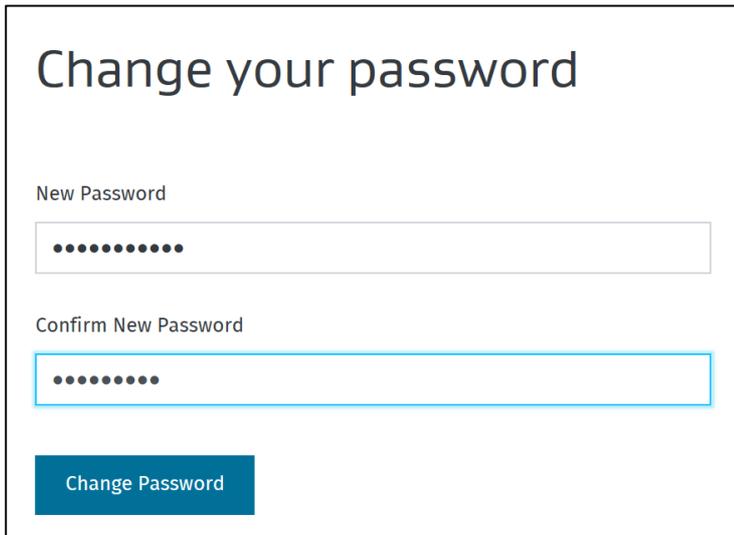   Result: You will directed to the **Forgot Password** screen

3. Enter your email address (now your User ID) and click the **Send me the password reset link** button.
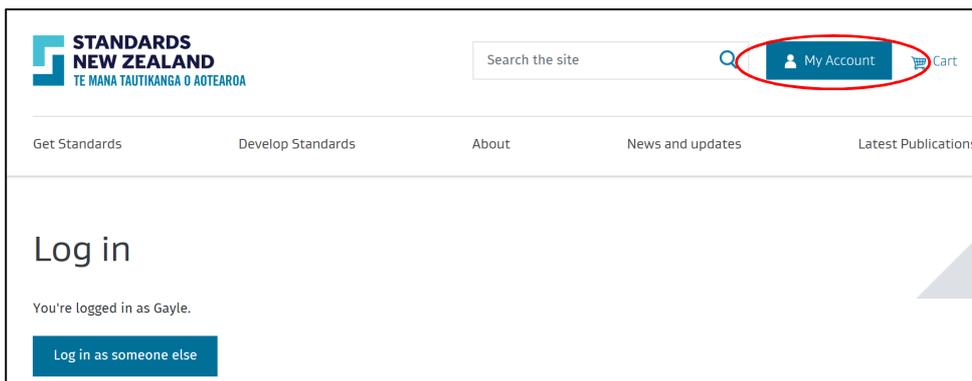   Result: The **Password reset link sent** message will be displayed and you will receive an email as follows:

4. Click on the **Password reset link** in the body of the email

Result: The **Change your password** screen will be displayed:

Change your password

New Password

••••••••••

Confirm New Password

•••••••••

Change Password

5. Enter your new password in the **New Password** field and confirm it by entering it again in the **Confirm Password** field then Click on the **Change Password** button.
Result: The **Login** page will be displayed:

STANDARDS NEW ZEALAND
TE MANA TAUTIKANGA O AOTEAROA

Search the site

My Account   Cart

Get Standards   Develop Standards   About   News and updates   Latest Publications

Log in

You're logged in as Gayle.

Log in as someone else

6. To access your account details click on the **My Account** button and choose from the drop down menu:

STANDARDS NEW ZEALAND
TE MANA TAUTIKANGA O AOTEAROA

Search the site

My Account   Cart

Get Standards   Develop Standards   About   News and update

My account dashboard   ✕

Online library subscription

Asset plus subscription

Order history

Log in

My profile

You're logged in as Gayle.

Notifications

Log in as someone else

Account settings

Logout