

# Steps for the First-time login

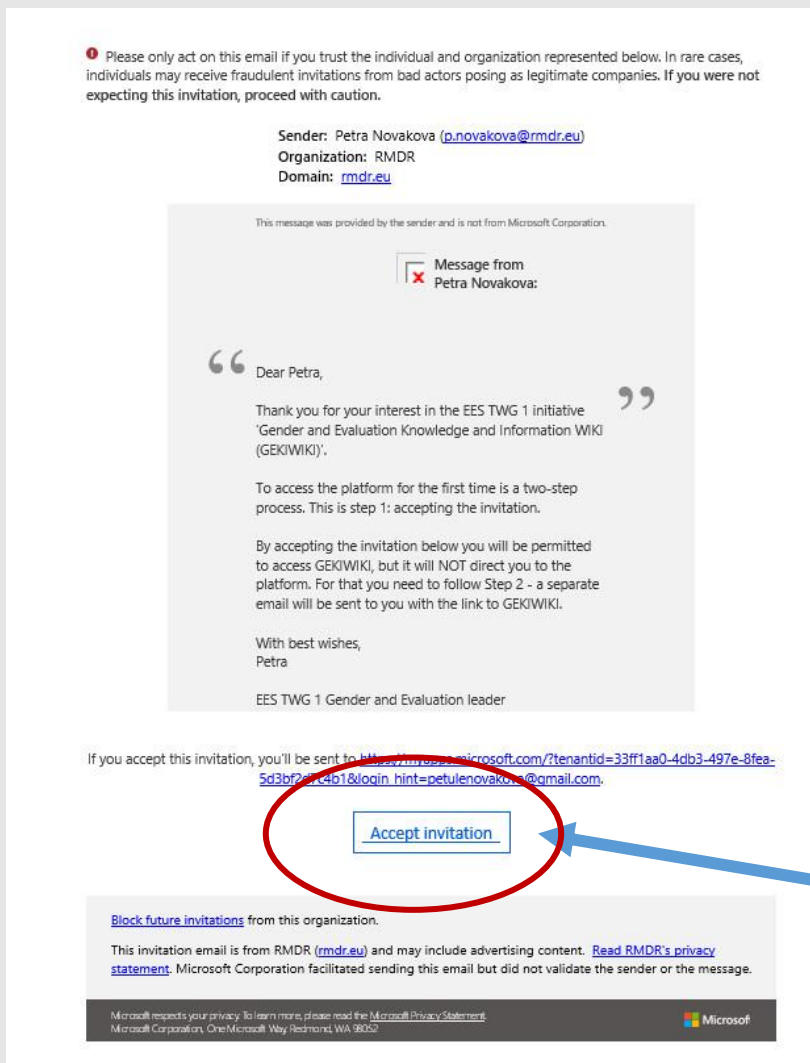
GEKIWIKI is hosted on Microsoft SharePoint. For that reason the easiest way is to request login with an email account that is linked to your Microsoft profile.

Accessing the GEKIWIKI for the first time requires you to go through a two-step process. The first step will be required only once \* and the second step might require you to login again every time you logout.

Though this might seem as a cumbersome way to access our GEKIWIKI, it is required by the security system of the platform.

\* unless you decide to change your email address

## Step 1 – Accept the invitation to GEKIWIKI

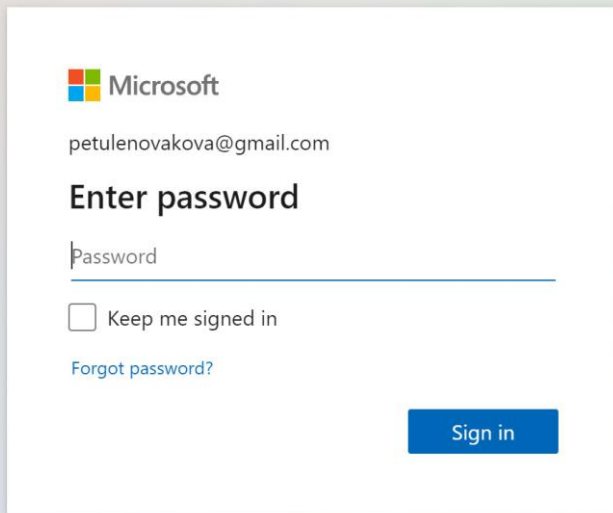


You will receive an email thanking you for your interest in the EES TWG 1 initiative 'Gender and Evaluation Knowledge and Information WIKI' (GEKIWIKI).

As an external user and for security reasons you will be able to access GEKIWIKI only after you accept the invitation.

You can accept the invitation **HERE**.

## Step 1 – Accept the invitation to GEKIWIKI



Microsoft

petulenovakova@gmail.com

**Enter password**

Password

Keep me signed in

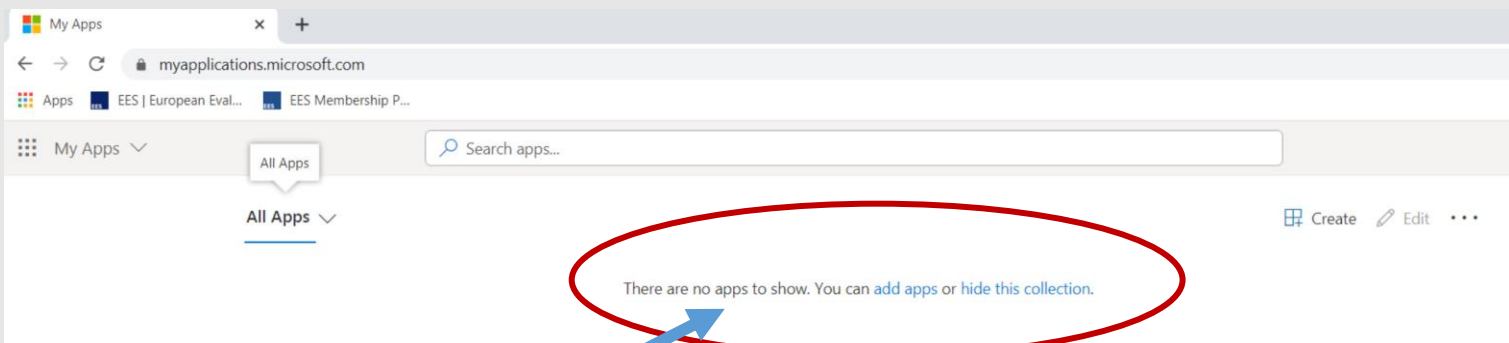
[Forgot password?](#)

[Sign in](#)

Once you accepted the invitation you will be prompted to login to your Microsoft account.

Please use the email on which you have received the invite to join GEKIWIKI.

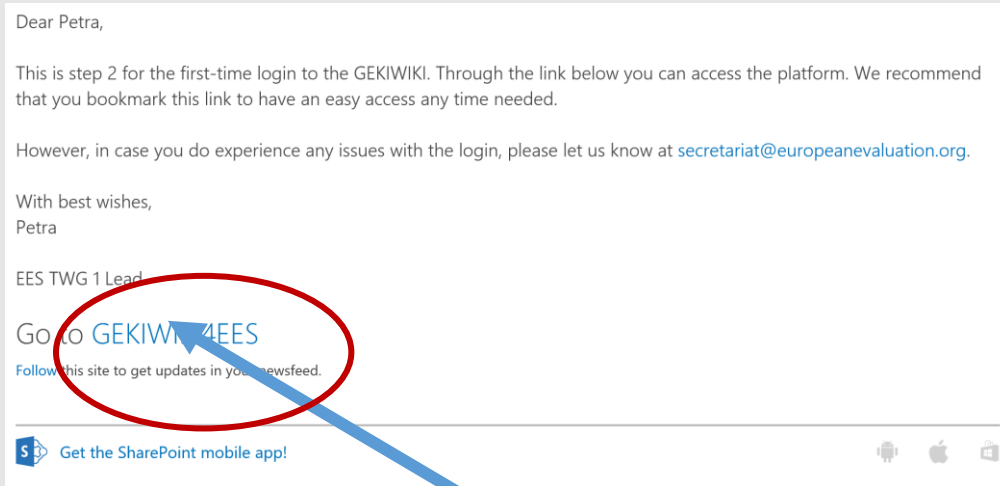
**Once you signed in you will be directed to website: myapplications.microsoft.com – that is the final part of Step 1**



The successful acceptance of the invitation will bring you to this site.

**For Step 2 a separate email will be sent to you with the link to GEKIWIKI.**

## Step 2 – Access GEKIWIKI



To access GEKIWIKI  
please click [HERE](#).

Step 2 is linked to the second email you will receive in which the “go to GEKIWIKI” link is provided, which will take you directly to the platform.

Please note that you need to accept the invitation (Step 1) to gain access through this email.

Once you have managed to access the [GEKIWIKI4EES](#) platform, bookmark it for easy access anytime

If you lose the email or the link, you can always find it on <https://europeanevaluation.org/twg-1/>

## FAQs

### 1. Why do I need to login with Microsoft associated email?

This is linked to the fact that GEKIWIKI is based on the Microsoft SharePoint of RMDR and as an external user you need to have a personalised invite to gain access.

### 2. Why cannot I login to the platform directly and need to follow the 2 step access?

Please see Answer 1. Also, this way we are able to guarantee a certain level of security when accessing the platform. We have tried with various email accounts and in general there is no problem to gain access as long as the two steps are followed.

### 3. I am missing the invite email in my mailbox, what shall I do?

Please check your junk/Spam mail – if not there, please let us know at [p.novakova@rmdr.eu](mailto:p.novakova@rmdr.eu) and we will resend it.

### 4. I am logging in, but cannot get through to the step showing my.Microsoft.applications, what now?

Please make sure that you are logging in with the same email to which we sent you the invite. If the issue persists, get in touch with us at [p.novakova@rmdr.eu](mailto:p.novakova@rmdr.eu) .

Should you experience any issues with the login please get in touch with us at [p.novakova@rmdr.eu](mailto:p.novakova@rmdr.eu)