



ACCOUNT CREATION REQUEST

First of all, click on next PPMS link:

https://ppms.eu/uab

Click on account creation request:

Login	
Enter your username:	To find your username:
	list of PPMS accounts
Enter your password:	
Login	
• If you do not remembe	er your password, you can follow these instructions
• If you do not have an a	account yet, you can fill o an account creation request
 If you cannot login or h 	nave any trouble please contact: SM facility, email:s.microscopia@uab.cat, phone:+34935811516

Select if you are an internal or external user of UAB:

Please choose one of the following options:

 ${}^{\odot}$ Your institution is Universitat Autonoma de Barcelona \longrightarrow Internal Users

Your institution is NOT Universitat Autonoma de Barcelona --> External Users

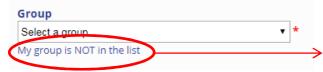
INTERNAL USERS:

1. Fill in your personal details

First name:	
riist name.	*
ast name:	
	*
Phone:	
	*
Email:	
@uab.cat	*
f your email exists in both a short and a long form, pleas	a una tha chant farm
Use username@uab.cat instead of firstname.lastname@	puab.cat)
	(optional)
	(opuonal)
Do you need an order before the invoic	
select one of the options below:	
select one of the options below:	
select one of the options below: Password you want to use:	
select one of the options below:	
select one of the options below: Password you want to use: Retype password:	e? (external users only):
select one of the options below: Password you want to use: Retype password: Do not use a dictionary based word, or a name	e? (external users only):
select one of the options below: Password you want to use: Retype password: Do not use a dictionary based word, or a name Do not use series like 1234 or gwerty or abcd	e? (external users only)
Do you need an order before the invoic select one of the options below: Password you want to use: Retype password: Do not use a dictionary based word, or a name Do not use series like 1234 or gwerty or abcd Try to use combinations of lowercase (b-1) uppercase lead non-aphanumeric characters	e? (external users only)
select one of the options below: Password you want to use: Retype password: Do not use a dictionary based word, or a name Do not use articlike 1234 or gwerty or abcd Try to use combinations of lowercase (a-3), uppercase le	e? (external users only)

Centre Gestor + Centre de Cost, **ONLY** if you have a different account from the IP Group.

2. Select your group from the list:



If not, click here to create a new group





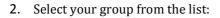
3. Fill in **all** your group details:

Group name			
	*		
Group director or PI name: (I	astname, Firstname)		
	*		
Group director or PI email:			
@uab.cat	*		
Group administrative contac	t name:		
Group administrative contac	t email:		
@uab.cat			
Group administrative contac	t phone:		
Group administrative contac	t fax:		
Group default account numb	er:	Centre Gestor + Cer	ntre de C
	\rightarrow	(Mandatory)	
Assimation:		(Manuatory)	
Select your affiliation below (optio		No affiliation	
Select your anniation below (optio	nai)	No anniacion	
Department:			
	* Selec	t a Department here	•
L		-	
y to use compinations of lowercase (a-z);			

EXTERNAL USERS:

1. Fill in your personal details

*
*
*
*
*
e short form
ternal users on
*
1.1
*
*
*



*
·





3. Fill in **all** your group details:

Group name					
	*				
Group director or Pl name: (Lastname, Firstname	_ 2)				
	*				
Group director or PI email:					
	*				
Group administrative contact name:	_				
]				
Group administrative contact email:					
Group administrative contact phone:	_				
Group administrative contact fax:	_				
Affiliation:					
Select your affiliation below (optional)]				
	1				
Department:	4			7	
	* Select a Dep	partment here	•		
nstitution:					
	* Select an In	stitution here		•	
nvoicing address:					
		Introduce you	r company	NIE or VAT	
	4	Introduce you			IUI
	-	and the invoic	ing addres	S	