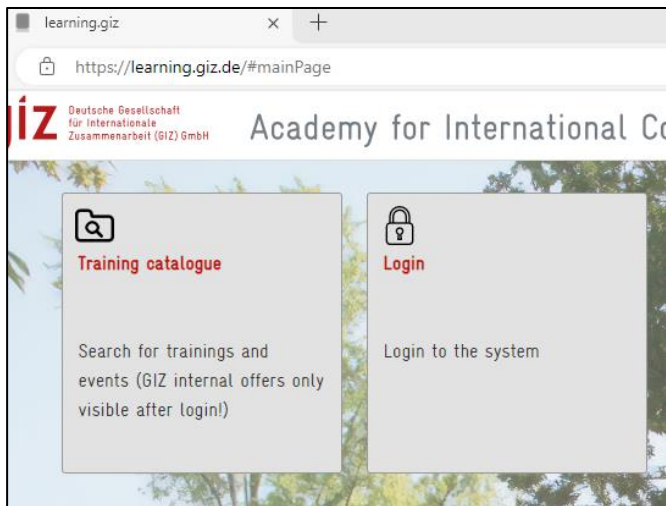


Registration process on learning.giz for external users

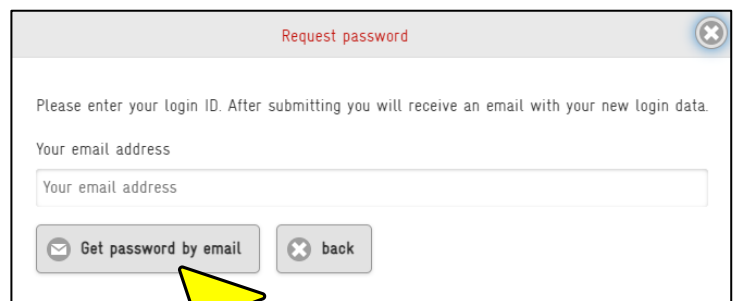
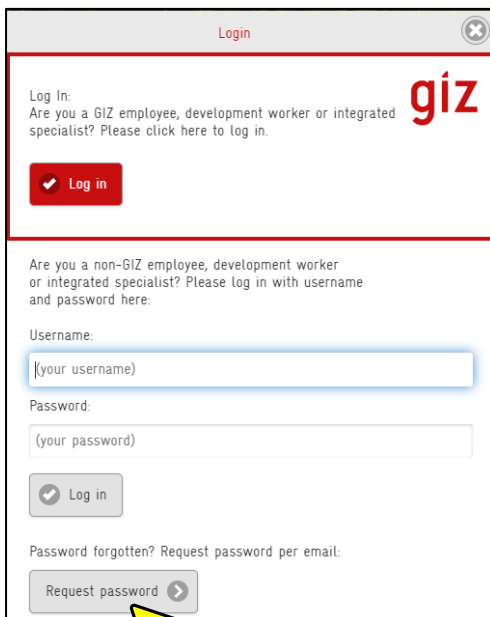
1. Login

Open the link <https://learning.giz.de> and click on 'Login'.



2. Request password

For your first login, click on 'Request password' and enter your email address. Shortly after, you will receive an email with a temporary password.



3. Change password

Enter your email address and the temporary password in the login screen. You will be prompted to change the password. Choose your personal password and save it.

Enter new password

Repeat new password

Password rules: min. 12 characters, at least one upper and one lower character, and one digit.

Set Password

4. Multi-Factor Authentication

GIZ requires Multi-Factor Authentication (MFA) for secure use of its systems. To set this up, scan the displayed QR code with an authentication app of your choice (e.g., Microsoft Authenticator, Google Authenticator, FreeOTP, etc.). Then, enter your token in the text field and click "Next." If you haven't installed an authentication app, you can download one for free from the App Store (iOS) or Play Store (Android).

Multi-factor authentication is required for log-in

1 Open an authentication app of your choice (such as Microsoft or Google Authenticator or FreeOTP) on your smartphone. If you do not have an app like this installed, you can download one free of charge from the App Store (iOS) or Play Store (Android).

Add a new account in the authentication app and scan the QR code below. Alternatively, you can also enter the key above manually in your app.

ODPKMFFX6CWQAXWXSki54FW06L6Y5AGGVR2XDU447BEUUD6Q4LS4X7WK7J2URUG0PBMHRR0UL6K4V
Vnk2XN4BV35MMKHTE0GWTDR54Y

2 If the connection was successful, you will now be shown a token (one-time password). They are usually six digits long. Enter the token below and click 'Continue'.

If you have any questions, please email AIZ Customer Service at kundenservice@giz.de or call them on 0049(0)228 4460-3333.

continue

5. Your Dashboard

You will now be directed to your dashboard, where you can access the desired functions by clicking on the tiles or using the menu.

Different user groups have access to customized interfaces and functions tailored to their specific needs.

If you have any questions, the AIZ customer service team will be happy to assist you at aiz-kundenservice@giz.de or +49(0)228 4460-3333.