

Password Renewal 2011- 2012: Bipea makes your life easier!

Dear Member,

For the new annual series, Bipea is modifying the passwords procedure! We invite you from now to go in your online member area with your previous passwords given during the annual series 2010-2011. In this area, you will be able to visualize your edition code for the annual series 2011-2012 and also to change by yourself the input code (SAISIEXXXX) and the validation code (ENVOI XXXX). We hope that you will enjoy this upgrade of flexibility and confidentiality.

With best regards,

The Bipea sales department

Services management application

You are now connected to Bipea member file server. For security reasons, your connection will be cut down within 30 minutes if you do not use the system.

You must identify yourself to have access to your Reply Form by entering your code member and your password for receiving or sending (be careful to the capital letters)

Language GB-English

Identification

Laboratory number

Password

Connect

1

Please enter your laboratory code and your current validation password (ENVOI XXXX) in the area dedicated in the member zone:

<http://extranet.bipea.org/accueil.asp>

By using your validation password you will have access to the STEP 2, mentioned below.

Attention : in case of utilization of the input code (SAISIEXXXX) you will not be able to access to the data modification area.

In case of passwords loss, we will send you them back by registered letter after receiving your written request.

PT Scheme		Test		Sample		Form		
PT Scheme #	PT Scheme name	Test #	Month Year	Code	Product	Answer before	Status	Access to the form
No form to be filled in.								
Access to the fill-in forms list (SAISIE)								
Quit								

2

By clicking on the orange zone, you will be able to consult your edition code for the annual series 2011-2012. This code will permit you to compare you to the others laboratories on an anonymous basis in the interlaboratory comparison report.

Options

The section of your member zone allows you to access to the following options :

Consult the edition code

Modify the passwords

By clicking on the blue zone, you will have access to the zone of password modification as indicated on the step 3 of this document.

3

In order to modify your laboratory passwords, please enter here the current passwords.

Laboratory number

Input Password "SAISIEXXXX"

Validation Password "ENVOI XXXX"

New passwords :

Please indicate here, the password that you need to change. The passwords should have at least 6 characters and be composed by both letters and numbers. If you decide not to enter any characters, the password will not be modified at all.

New Input Password

New Validation Password

Validate

This screen will permit you to modify both passwords input (SAISIEXXXX) and validation (ENVOI XXXX). Each password must have 6 digits and be composed by both numbers and letters.

Passwords will not be modified if the input zone still remains empty.

The edition code is automatically changed at the beginning of each annual series and cannot be modified during the campaign.