

How to subscribe to EPPO Newsletters via the EPPO Global Database? - Guidelines -

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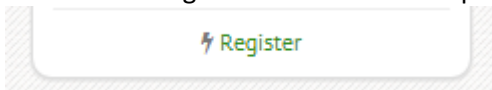
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In order to subscribe to one or more of the free EPPO Newsletters via the EPPO Global Database, the first step is to become a **registered user** of the database (**free and simple procedure**). Once you have created your account, you will just have to login when returning to Global Database and subscribe to the EPPO Newsletter(s) you are interested in.

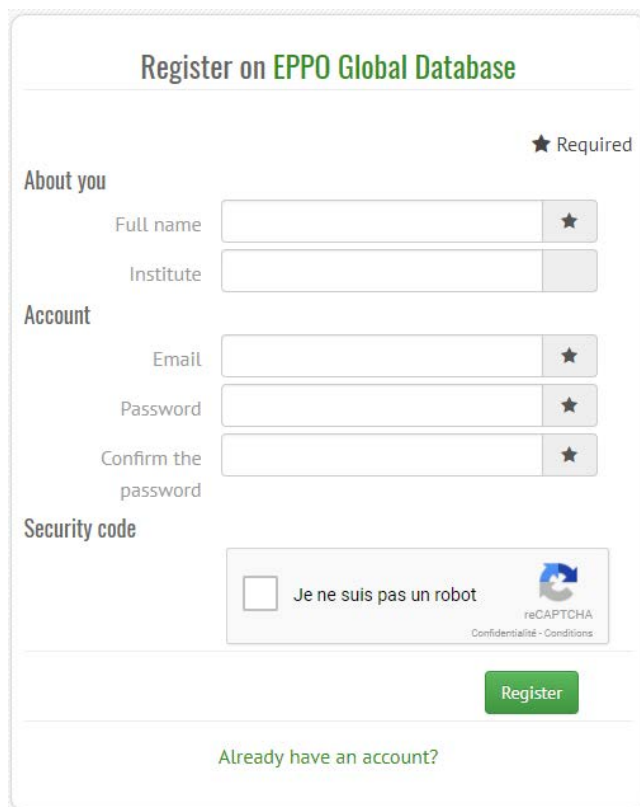
Registering on the EPPO Global Database (new user)

In order to register, please follow the following steps:

- Click on the 'register' button on the top right of the Database home screen.



- In the new page, please enter your details in the relevant fields.



The registration form is titled "Register on EPPO Global Database". It includes a "★ Required" indicator. The form is divided into several sections:

- About you:** Includes fields for "Full name" (required) and "Institute".
- Account:** Includes fields for "Email" (required), "Password" (required), and "Confirm the password" (required).
- Security code:** Includes a reCAPTCHA widget with the text "Je ne suis pas un robot" and "reCAPTCHA Confidentialité - Conditions".

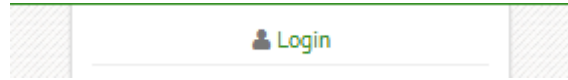
At the bottom of the form is a green "Register" button and a link that says "Already have an account?".

- Once you have finished entering your personal details and password, simply click on the green 'register' button. You are now registered and will access the homepage associated with your profile (**dashboard**).

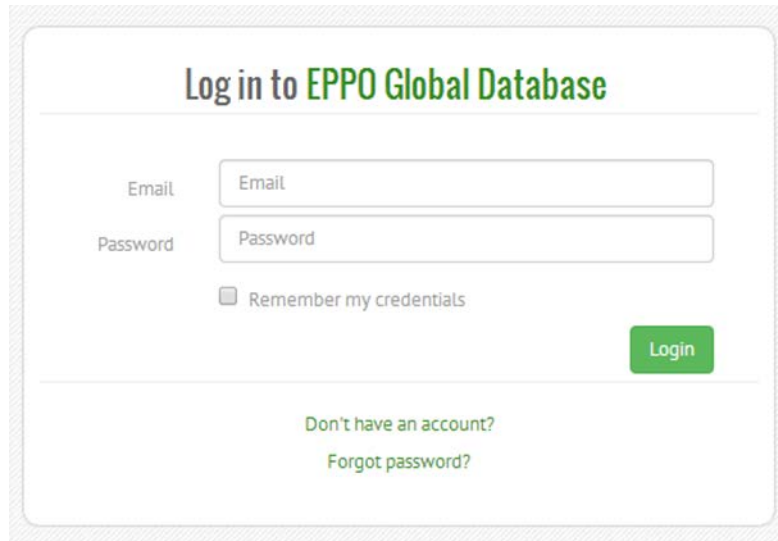
Logging in (already registered user)

You have already registered on EPPO Global Database and you want to start batch queries:

- click on the 'login' button on the top right of the Database home screen



- enter your email and password (if you wish, tick the box 'Remember my credentials' to be recognized automatically at your next visit).

A login form titled 'Log in to EPPO Global Database'. It contains two input fields: 'Email' and 'Password'. Below the 'Password' field is a checkbox labeled 'Remember my credentials'. A green 'Login' button is positioned to the right of the form. At the bottom of the form, there are two links: 'Don't have an account?' and 'Forgot password?'.

If you have lost your password, click on 'Forgot password?' to receive an email with a link allowing you to reset your password.

Necessary tools are in your dashboard: select the newsletter(s) you are interested in

On your dashboard, select one or several of the EPPO Newsletters you would like to receive in your mail box.

The screenshot shows the EPPO Global Database dashboard. The 'Newsletters' section is highlighted with a red rounded rectangle. It contains a list of newsletters with checkboxes:

- EPPO Standards ⓘ
- EPPO Reporting Service (English) ⓘ
- Service d'Information OEPP (français) ⓘ
- EPPO Codes ⓘ

A 'Save' button is located at the bottom right of the newsletter selection area.

Tick appropriate box(es).

EPPO Standards: you will receive messages when new or revised EPPO Standards are published (2 or 3 times a year).

EPPO Reporting Service: you will receive every month in your mailbox the EPPO Reporting Service which contains news in plant quarantine (English version - PDF file).

Service d'Information OEPP: vous recevrez tous les mois dans votre boîte de courrier électronique le Service d'Information OEPP (version française – fichier PDF) qui contient des actualités sur la quarantaine végétale.

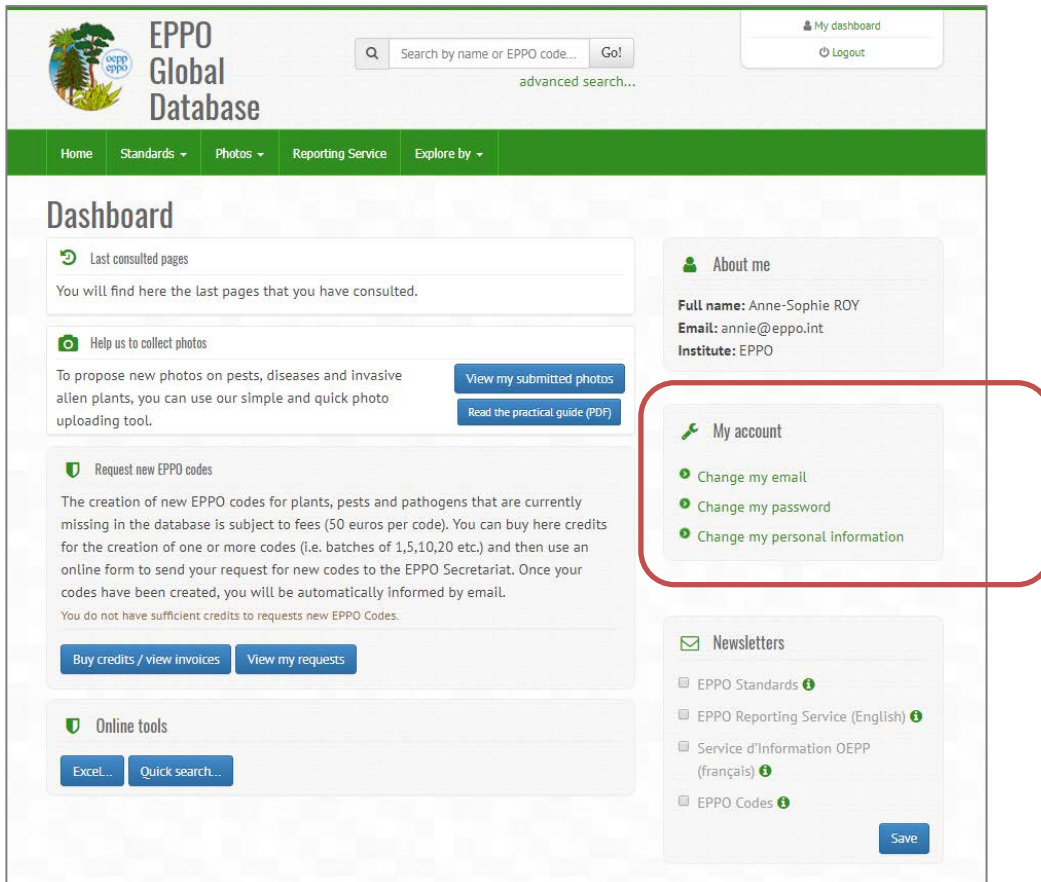
EPPO Codes: you will receive every month in your mailbox a summary of the main changes that have been made to the EPPO Codes (creation and deactivation of codes).

How to unsubscribe?

To unsubscribe to any of the EPPO Newsletters, untick the appropriate box(es).


How to modify my email address?

At any time, you can modify your email in your dashboard (see 'My account').



The screenshot shows the EPPO Global Database dashboard. The top navigation bar includes 'Home', 'Standards', 'Photos', 'Reporting Service', and 'Explore by'. The main content area is titled 'Dashboard' and contains several sections: 'Last consulted pages', 'Help us to collect photos', 'Request new EPPO codes', and 'Online tools'. On the right side, there is a 'My account' section highlighted with a red box, which includes options to 'Change my email', 'Change my password', and 'Change my personal information'. Below this is a 'Newsletters' section with checkboxes for 'EPPO Standards', 'EPPO Reporting Service (English)', 'Service d'Information OEPP (français)', and 'EPPO Codes'. The user's profile information is also visible: Full name: Anne-Sophie ROY, Email: annie@eppo.int, Institute: EPPO.

Replace your previous email address with the new one.



The 'Change your email' form is shown with a text input field containing 'roy@eppo.int'. There are 'Cancel' and 'Save' buttons at the bottom right of the form.

If you have problems in receiving the EPPO Newsletters, contact Anne-Sophie Roy (EPPO Information Officer): roy@eppo.int