

Verification of contact information

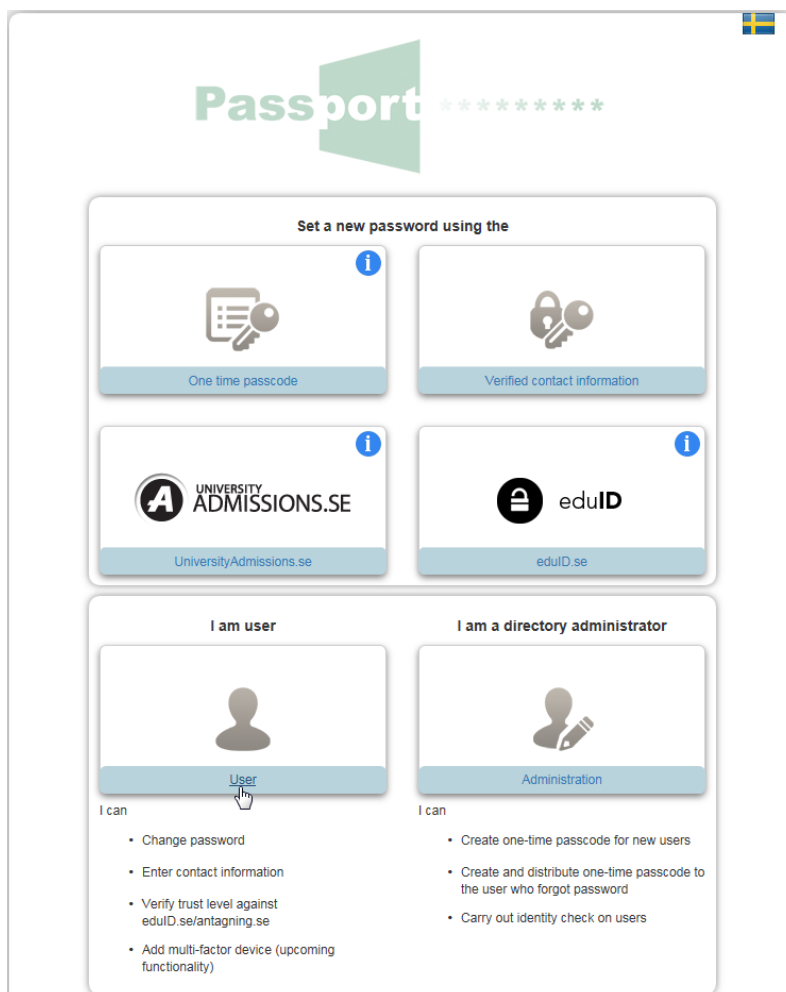
For staff and students

In order to secure an efficient way of getting in contact with employees, students and others active in some capacity at Lund University, we would like you to register your private contact information concerning where we can reach you. This is optional and requires consent in accordance with the Personal Data Act.

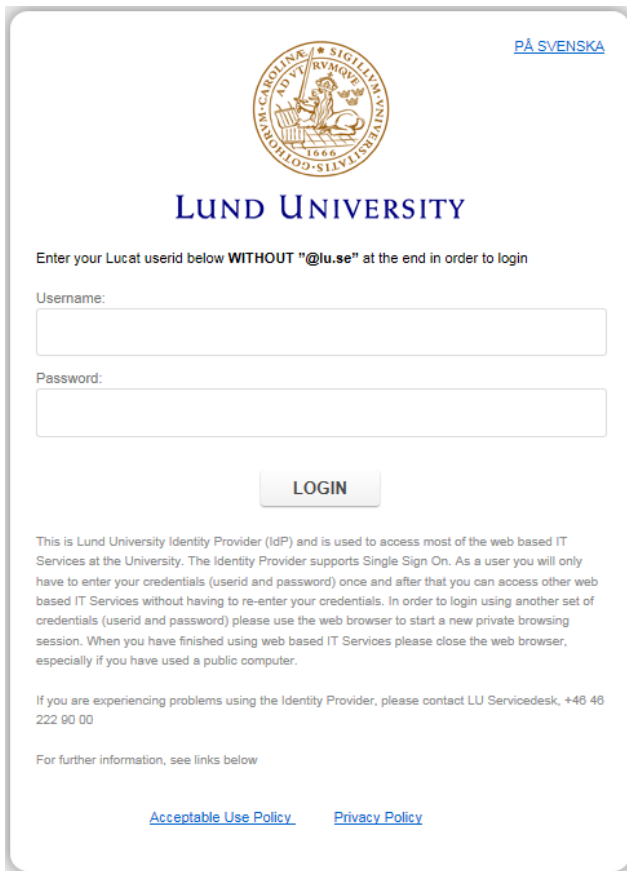
Lund University intends to store the registered contact information for two reasons:

- To enable the distribution of urgent information when the University needs to reach all those active in some capacity at the University at short notice.
- To enable the distribution of information of a technical nature (such as one-time passcode for password reset or similar) when there are high IT security requirements that the information reaches the right individual.

1. Go to <https://passport.lu.se> in a new window.
2. Click **User**.




3. Log in with your user name and password:

User name: **Your user name**Password: **Your password**

The image shows the login page for Lund University. At the top left is the university's seal, and at the top right is a link for "PÅ SVENSKA". The text "LUND UNIVERSITY" is centered. Below it, a message asks the user to enter their Lucat userid without "@lu.se" at the end. There are two input fields: "Username:" and "Password:". A "LOGIN" button is centered below the fields. A paragraph of text explains the Identity Provider (IdP) and Single Sign On. At the bottom, there are links for "Acceptable Use Policy" and "Privacy Policy".

PÅ SVENSKA



LUND UNIVERSITY

Enter your Lucat userid below **WITHOUT** "@lu.se" at the end in order to login

Username:

Password:

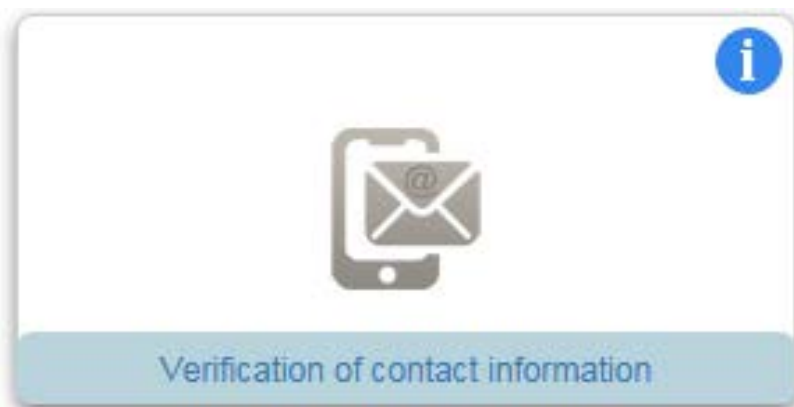
LOGIN

This is Lund University Identity Provider (IdP) and is used to access most of the web based IT Services at the University. The Identity Provider supports Single Sign On. As a user you will only have to enter your credentials (userid and password) once and after that you can access other web based IT Services without having to re-enter your credentials. In order to login using another set of credentials (userid and password) please use the web browser to start a new private browsing session. When you have finished using web based IT Services please close the web browser, especially if you have used a public computer.


If you are experiencing problems using the Identity Provider, please contact LU Servicedesk, +46 46 222 90 00


For further information, see links below

[Acceptable Use Policy](#) [Privacy Policy](#)

4. Click **Verification of contact information**.

5. Passport now presents a view with information about what verified contact information is about. Read this.





Verification of contact information

In order to secure an efficient way of getting in contact with employees, students and others active in some capacity at Lund University, we would like you to register your private contact information concerning where we can reach you. This is optional and requires consent in accordance with the Personal Data Act.

Lund University intends to store the registered contact information for two reasons:

1. To enable the distribution of urgent information when the University needs to reach all those active in some capacity at the University at short notice
2. To enable the distribution of information of a technical nature (such as one-time passwords or similar) when there are high IT security requirements that the information reaches the right individual


On the form there is a request to state your private mobile phone number and, if applicable, your staff mobile phone number. Registering the mobile phone number of a staff mobile phone is compulsory.


Where an email address is to be stated this refers to a private email address. It is not possible to register the email address that has been assigned by the University to you as an employee, student or in another capacity.


In order to use the self-service functionality provided by the University (such as password resets), the user is required to register at least one mobile phone number and a private email address in advance. In cases where this has not been done, the user is referred to a designated directory administrator to carry out the equivalent procedure.

By registering your contact information you have given your consent that your personal information will be processed according to the procedure above. The personal data controller is Lund University (CIN 202100-3211). Pursuant to Section 26 of the Personal Data Act (1998:204) you have the right, upon written request, to obtain information about the personal data about you that the University processes and how it is processed, once per calendar year at no cost. You also have the right to request correction of the data about you that we process, in accordance with Section 28 of the Personal Data Act.

Verified contact information

Staff mobile phone number: Missing 

Private mobile phone number: Missing 

Email address: Missing 

Staff mobile phone number (+4633366666)

[Verify »](#)

Private mobile phone number (+461231234444)

[Verify »](#)

Email address


[Verify »](#)


6. Verify your mobile phone number

Verification of staff mobile number and private mobile numbers works in the same way. Verification of the mobile number to work mobile is mandatory for employees who have work mobile.

Enter the mobile phone number and click **Verify >>**.

Verified contact information

Staff mobile phone number: Missing - 

Private mobile phone number: Missing - 

Email address: Missing - 

Staff mobile phone number (+46333666666)

[Verify >>](#)

Private mobile phone number (+461231234444)

[Verify >>](#)

Email address

[Verify >>](#)

A text message including a verification code will be sent to the mobile phone number entered.

[← Meddelanden \(1\) lu.se](#) [Detaljer](#)

Meddelande
idag 16:34

[33221917](#) is your verification code. The code is valid for 10 minutes.
If you did not request this, please contact the LU Service Desk at [046 222 90 00](#).

Enter the **verification code** included in the text message.

Click **Verify>>**.

Verify mobile phone number ✕

A message including a verification code has been sent to +467 [REDACTED]

Ange koden:

Did you not receive a message?
[Click here to resend it.](#)

If you still have not received a text message , please contact the LU Service Desk at 046 222 90 00

Close
Verify >>

Confirm

Your mobile phone number has now been verified.

Verify mobile phone number ✕

A message including a verification code has been sent to +467 [REDACTED]

Thank you. Your mobile phone number has been verified.

Did you not receive a message?
[Click here to resend it.](#)

If you still have not received a text message , please contact the LU Service Desk at 046 222 90 00

Close

Verified contact information

Staff mobile phone number: +*****31 ✓

Private mobile phone number: Missing -

Email address: Missing -

Staff mobile phone number (+4633366666)

Private mobile phone number (+461231234444)

Verify >

Email address

Verify >

7. Verify your e-mail address.

Enter your private e-mail address and click **Verify >>**

Verified contact information

Staff mobile phone number: +*****31 ✓ 🗑️

Private mobile phone number: Missing - 🗑️

Email address: Missing - 🗑️

Staff mobile phone number (+46333666666)

Verify »

Private mobile phone number (+461231234444)

Verify »

Email address

Verify »

Verify your email address ✕

Your verification link has been sent to: @

Did you not receive an email?
Please wait another few minutes and also check your junk mail.
[Click here to send it again.](#)

If you still do not receive an email from us, please contact the LU Service Desk at 046 222 90 000

Close

A message including a verification link will be sent to the e-mail address entered.

Click the verification link in the message sent to the e-mail address entered.

You have requested an one time passcode

Inkorgen ✕

no-reply@lu.se 16:50 (3 minuter se)

engelska > svenska Översätt meddelande Inakti

You have requested verification of your email address

A request to verify this email address was sent from passport.lu.se.

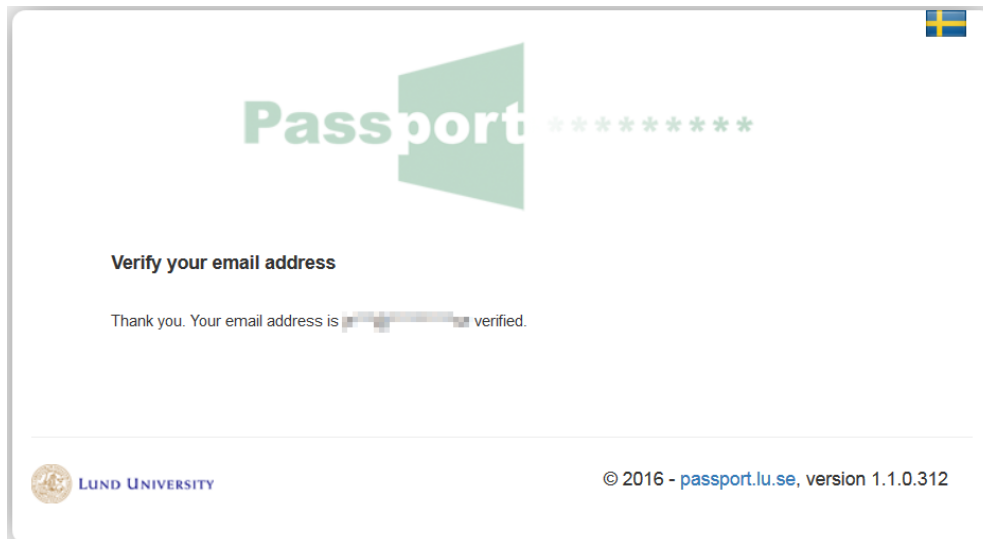
If you did not request this, please contact the LU Service Desk at 046 222 90 00 (ext 29000) or servicedesk@lu.se

Click on the link to verify your email address.

<https://passportprod.lu.se/account/VerifyPrivateEmail?LinkCode=A1z7584fpxu2zA3wOGiLP21oX%2bQLCLnMBeGYk9%2fulAIFbZfaph5uu1PDVU0%2fchqmcRWGgNs8SW4xMVDmcxGsXh6V4SjFmw%3d%3d>

The link is valid for 10 minutes.

Your e-mail address has now been verified.



Passport *****

Verify your email address

Thank you. Your email address is [redacted] verified.

LUND UNIVERSITY © 2016 - passport.lu.se, version 1.1.0.312

Verified contact information

Staff mobile phone number: +*****31 ✓ 🗑️

Private mobile phone number: Missing - 🗑️

Email address: [redacted]@[redacted] ✓ 🗑️

Staff mobile phone number (+4633366666)

Verify »

Private mobile phone number (+461231234444)

Verify »

Email address

Verify »