How to log in to effectmanager

This guide shows you how to login to effectmanager.

Before you can log in, you must contact your administrator and make sure you are a registered user in effectmanager.

When you want to log in to effectmanager you go to your unique website: https://COMPANYNAME.effectmanager.dk

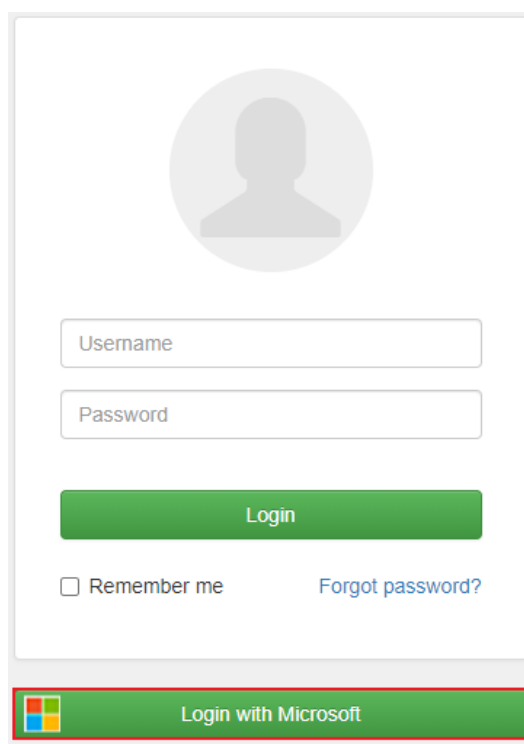You can log into effectmanager in two ways:
Using Microsoft Authentication
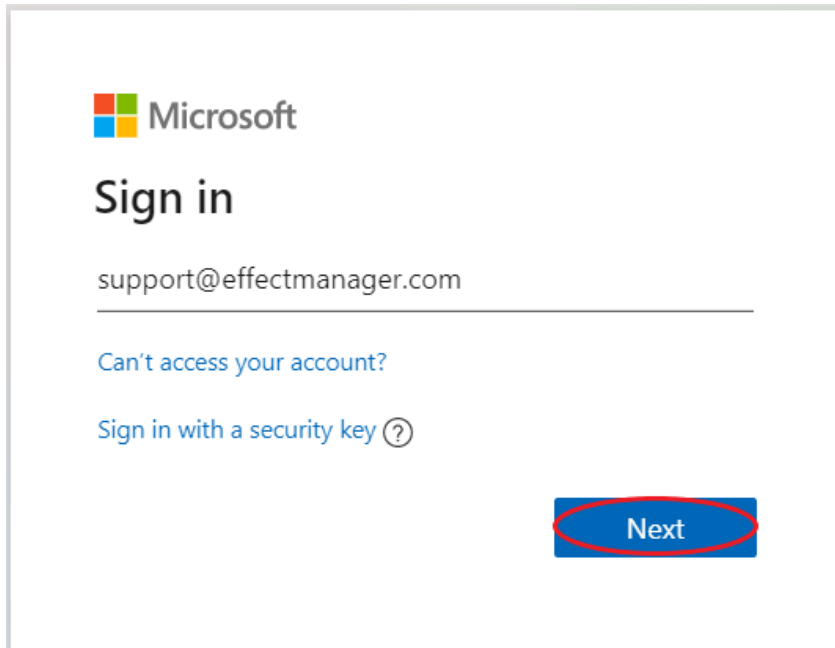Using an effectmanager login

Using Microsoft Authentication

To use Microsoft Authentication please click *Login with Microsoft*.

The next steps may vary depending on your previous logins using Microsoft Authentication.

1. You will be redirected to a Microsoft Authentication Login Page. Input your Microsoft email address and press *Next.*
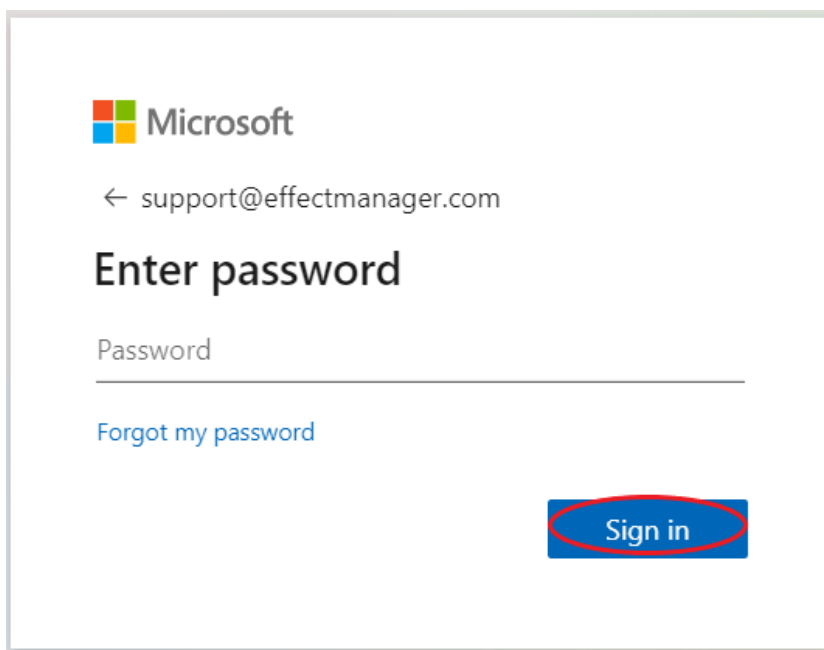
2. Input the code, you use for your email and login to effectmanager by pressing *Sign In.*
NB! If you do not have this code, please contact your company's IT department.
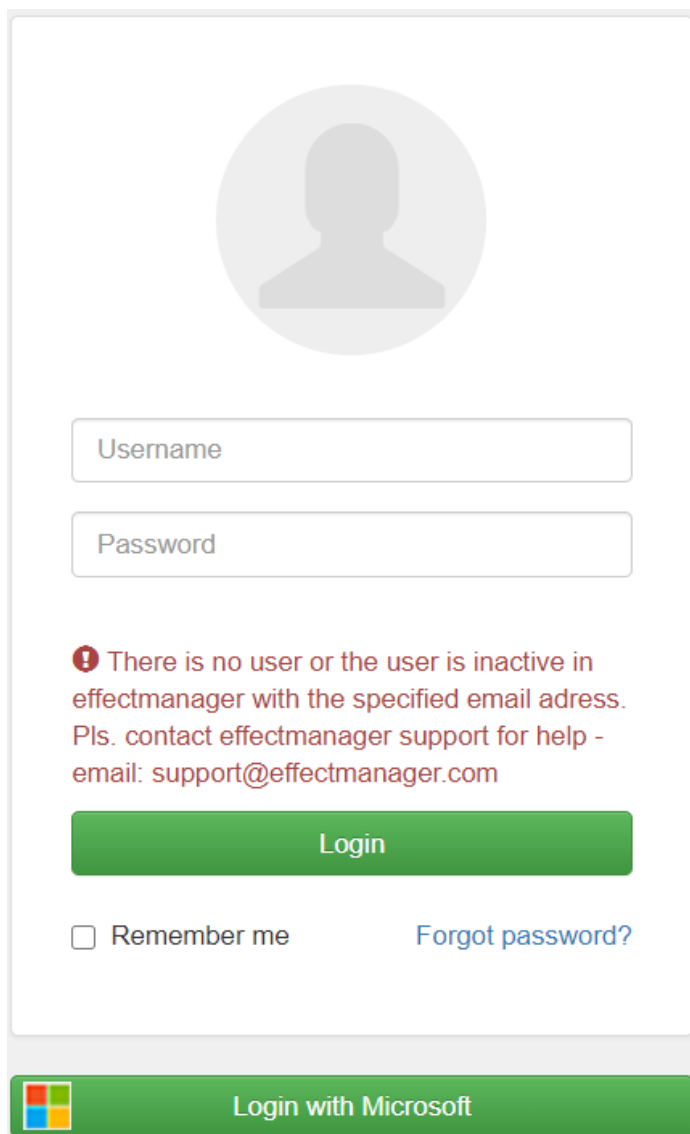
⚠️ **OBS!** You must use the email address for login, that is used to create your effectmanager user. If you have more than one office email, please contact your administrator to check which email your effectmanger user is created with.

Username

Password

🔴 There is no user or the user is inactive in effectmanager with the specified email adress. Pls. contact effectmanager support for help - email: support@effectmanager.com

Login

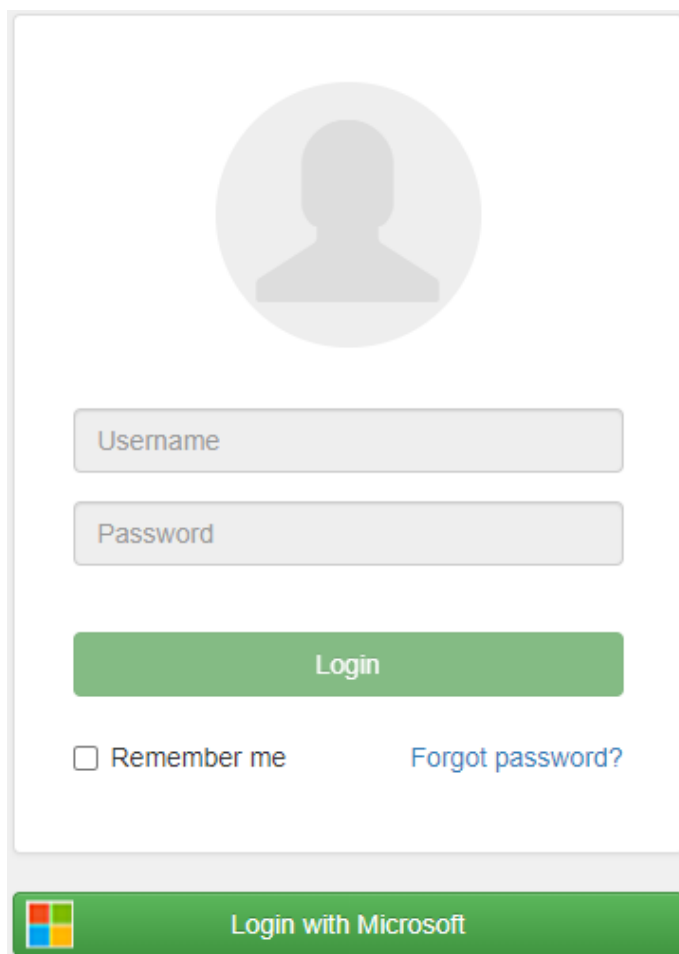☐ Remember me   Forgot password?

Login with Microsoft

In the next Microsoft window, you may be asked if you want to stay signed in - after selecting this you will be redirected to your effectmanager.
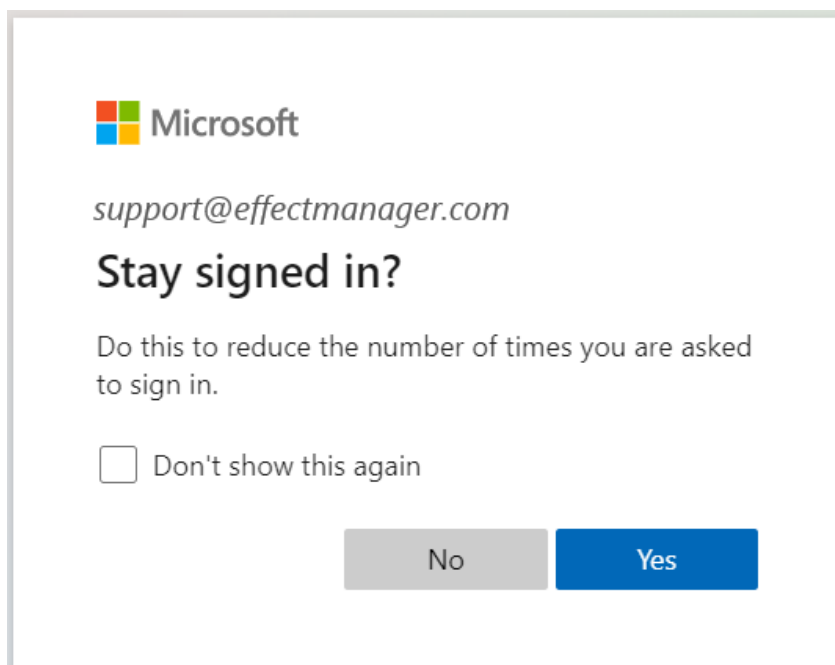
👍 **Pro tip:** Using only Microsoft Office 365 Authentication creates a higher level of security. A user will only be able to access effectmanager if they have an active email address with the company.

If you want to ONLY use Office 365 Authentication for login, please contact support@effectmanager.com

If you choose to use ONLY use Microsoft Authentication the effectmanager login will be disabled - they login areas will appear grey.

Using an effectmanager log in

- Your username is your email, or the username provided by us.
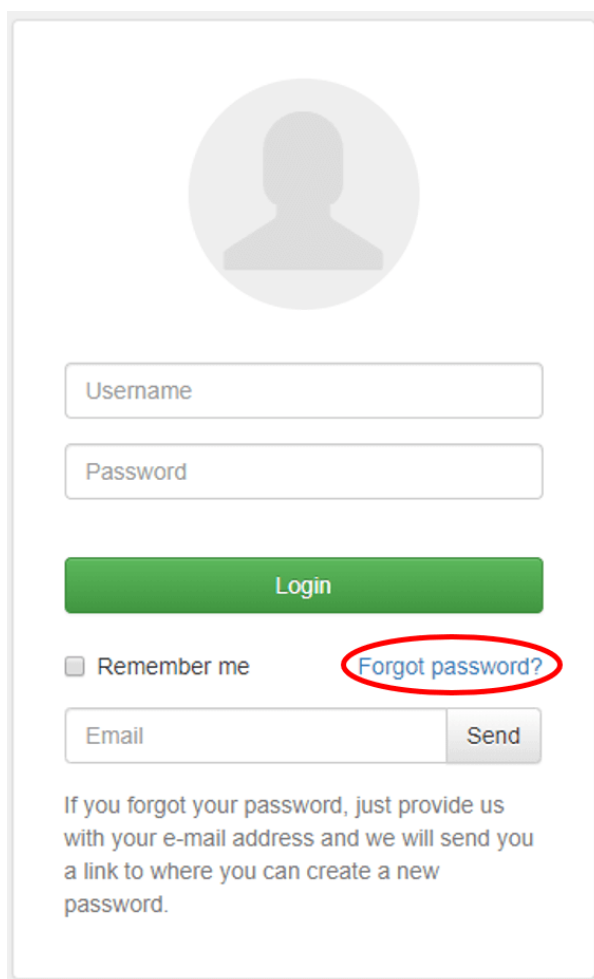- Your password is made by you the first time you logged in.

    If you forgot your effectmanager password, please see our guide How to generate a new effectmanager password

The first time you log in to effectmanager

1. Go to your unique website
https://COMPANYNAME.effectmanager.dk
2. Click *Forgot password?* and fill out your email.

3. You will receive an email with a reset link.

- Click the link in the email.
- You can now create your own password.
- Your username is provided in the email.