

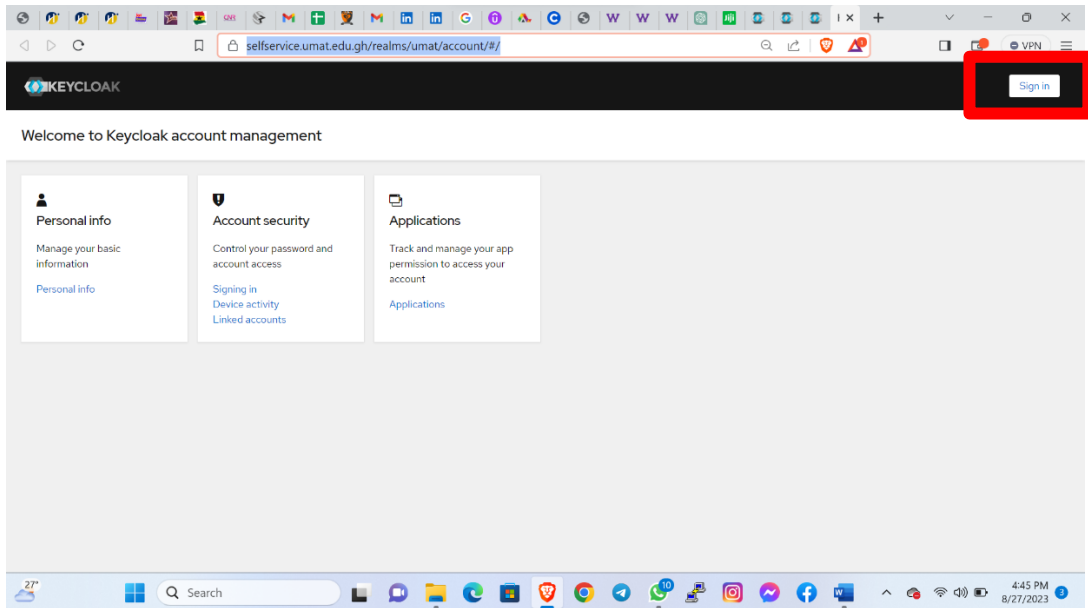
UNIVERSITY OF MINES AND TECHNOLOGY

(ICT UNIT)

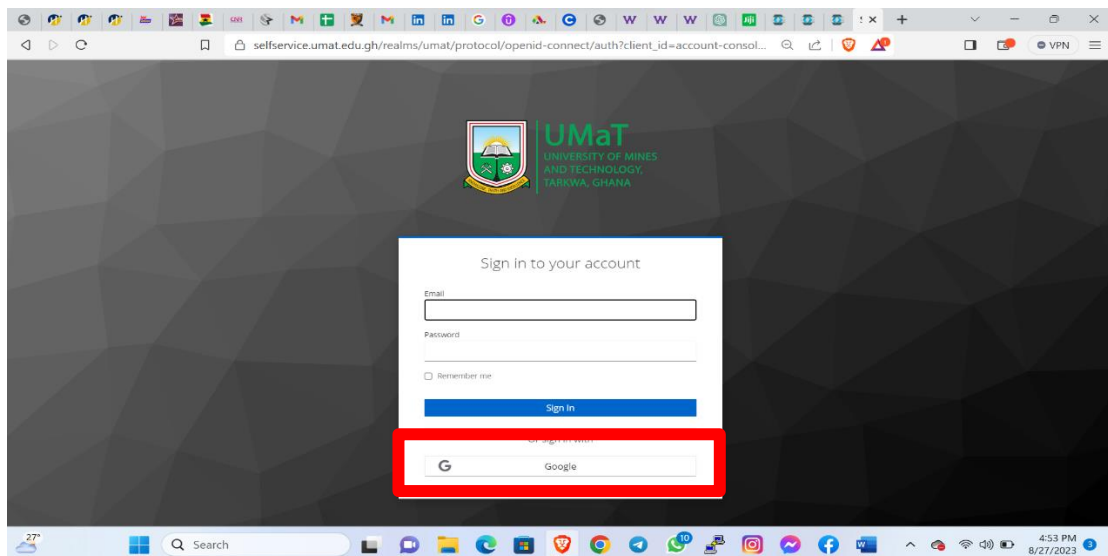
UMaT NETWORK AUTHENTICATION STEPS

1. Create a UMaT Network Account (Phone/Computer)

- ✓ Open your browser.
- ✓ In the address bar, enter: <https://selfservice.umat.edu.gh/realms/umat/account>



- ✓ Click on **Sign In** at the upper right corner of your screen.
- ✓ From the page that appears, click on **Google** to sign in with your UMaT Email Address.



- ✓ Sign in with your UMaT Email and the password to that email address to create a UMaT Network account (e.g. jkubi@umat.edu.gh).

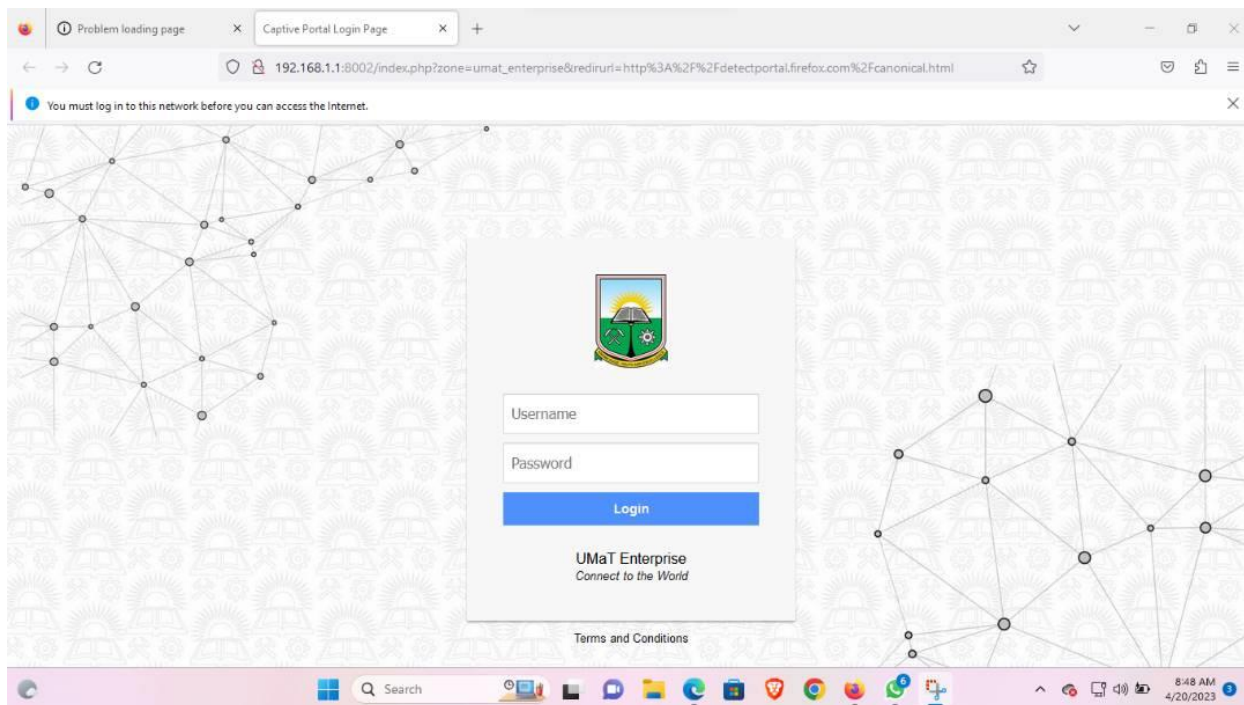
NB: This platform accepts UMaT email addresses only.

The screenshot shows the Keycloak user interface. On the left, a dark sidebar contains a menu with 'Personal info', 'Account security' (expanded), and 'Applications'. Under 'Account security', 'Signing in' is highlighted with a red box. The main content area is titled 'Signing in' and includes a 'Basic authentication' section. This section has a 'My password' input field and an 'Update' button, both highlighted with red boxes. Below this is a 'Two-factor authentication' section with a 'Set up authenticator application' link.

NB: After creating a UMaT Network Account, Click on SIGNING IN on the left menu panel and click on UPDATE to update your password. Join the UMaT Network either through WiFi (UMaT Enterprise) or Cable.

2. When Joining the UMaT Network (**NB: First follow step 1 above before proceeding**)

- ✓ Launch your browser (e.g. Edge, Firefox, Chrome, etc)
- ✓ From the **popup Login page** that appears, log in using:
 - Username: **Your Institutional Email Address** (e.g. jkubi@umat.edu.gh)
 - Password: **The password from Step 1**






- ✓ Click on **“Login”** to join the network.

3. Resetting forgotten Password

- ✓ You must first link your UMaT Institutional email address with your phone number and your non UMaT email address for recovery purposes.

Add or change a recovery phone number.

- On your device, open the Gmail app  or go to Gmail.
- At the top right, tap your profile picture or initials > Google Account. If you don't use Gmail, go to myaccount.google.com.
- At the top, tap Security.
- Under "Ways we can verify it's you," tap Recovery phone. You might need to sign in.
- From here, you can:
 - Add a recovery phone.
 - **Change your recovery phone:** Next to your number, tap Edit .
 - **Delete your recovery phone:** Next to your number, tap Delete .
- Follow the steps above.

Add or change a recovery email address.

- On your device, open the Gmail app  or go to Gmail.

- At the top right, tap your profile picture or initials > Google Account. If you don't use Gmail, go to myaccount.google.com.
- At the top, tap Security.
- Under "Ways we can verify it's you," tap Recovery email. You might need to sign in.
- From here, you can:
 - Add a recovery email.
 - Change or delete your recovery email.
- Follow the steps above.

Which email to use

- Choose an email address that:
 - You use regularly
 - Is different from the one you use to sign into your Google Account
- ✓ You must also sync your email address with your smartphone.

Do the above if you have not before carrying on with **Step 1**

- ✓ You should reset your Gmail account password through the recover system in **step 3** and retry logging into <https://selfservice.umat.edu.gh/realms/umat/account> using your UMaT Gmail account again to reactivate your account. (**Most preferred**)
- ✓ Try resetting your password by clicking on forgotten password from the **popup Login page from your browser**. This will give you the option to enter your email address where a link will be sent to you to enable you to reset your Network password.