How-to: Sign in with an email link

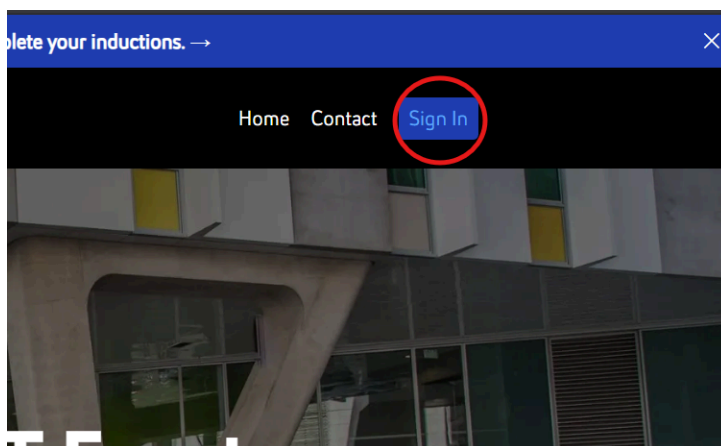**This is a how-to guide on signing into the AUT Events Induction Portal using the email link option (Magic link)**

Last updated by Thomas on 23/04/25. V1.1

1. Navigate to the sign in page

Click a sign-in button, This will take you to the sign-in page.

(There are several across the home page; if you cannot see any, you must already be signed in)

2. Enter email address

Click on the email field and enter your email address

3. Click "Send Sign-in Link to Email"

Click the white sign in with email link button to be sent an email containing a link that'll sign you in.

4. Check your email for the sign in link

Click the blue underlined text that says "Sign into Events Induction Portal"

This will take you to the portal and auto sign you in

NOTE: You will be signed into the portal on the device and browser that you have clicked the link on, so please click the link on the device you wish to complete the inductions on.

If you click the link on another device or browser, you may be asked to enter your email address to confirm the login.

You should now be signed into the portal be able able to access your inductions and account.