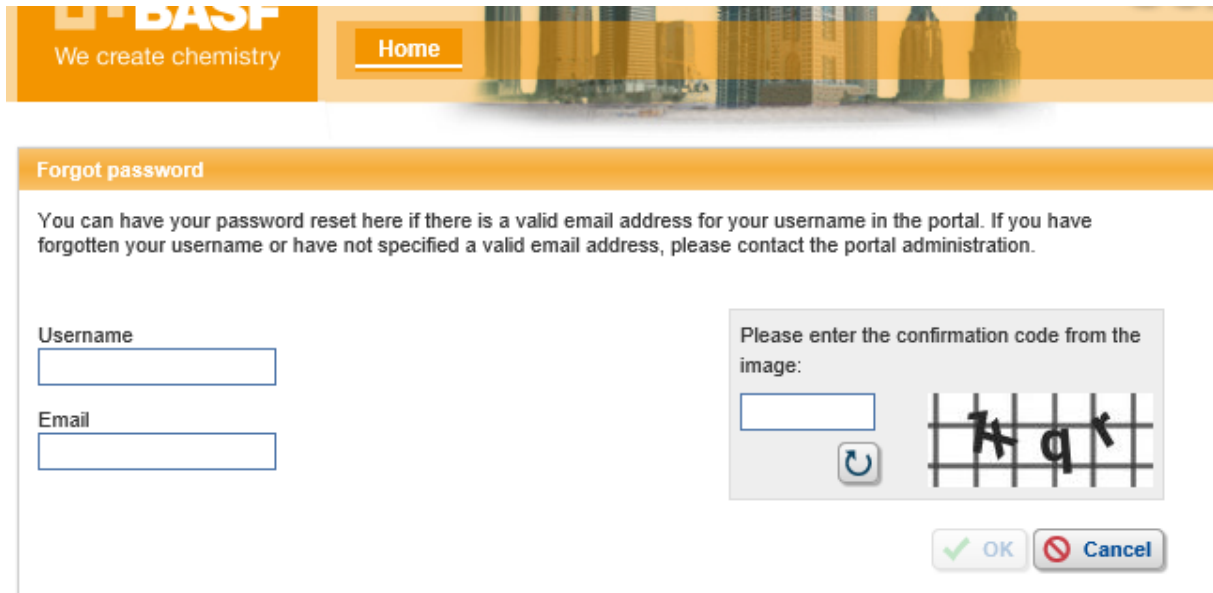


Dear user,

since EB Portal has been outsourced from BASF, a password reset for your access account is needed.

You can reset your password by help of the „Forgot password“ function, which you can access on the EB main page:

<https://construction-chemicals-intranet.fepserver.de>



The screenshot shows the 'Forgot password' section of the BASF EB Portal. At the top left is the BASF logo with the tagline 'We create chemistry' and a 'Home' button. Below this is a header for 'Forgot password'. The main text reads: 'You can have your password reset here if there is a valid email address for your username in the portal. If you have forgotten your username or have not specified a valid email address, please contact the portal administration.' The form contains two input fields: 'Username' and 'Email'. To the right is a security captcha area with the text 'Please enter the confirmation code from the image:' and a grid of characters 'H q r'. Below the grid is a refresh button. At the bottom right are 'OK' and 'Cancel' buttons.

After having entered User-ID, email and the security captcha, You will receive an email with a temporary link to set a new password.

Then you can login to the portal using the login mask on top of the portal window on the EB main page:

<https://construction-chemicals-intranet.fepserver.de>



The screenshot shows the login mask at the top of the BASF EB Portal. It includes 'Username:' and 'Password:' labels with corresponding input fields, and a 'Log in' button. A red arrow points from the 'Log in' button area down to the 'Username' input field. Below the login mask is the BASF logo and tagline, and a 'Home' button.

You will be informed about a security code being sent to the email address configured in your account. Click on “Send e-mail now” to receive the security code.

## Two-factor authentication

### Email

You will receive the code via e-mail.

Your e-mail address:

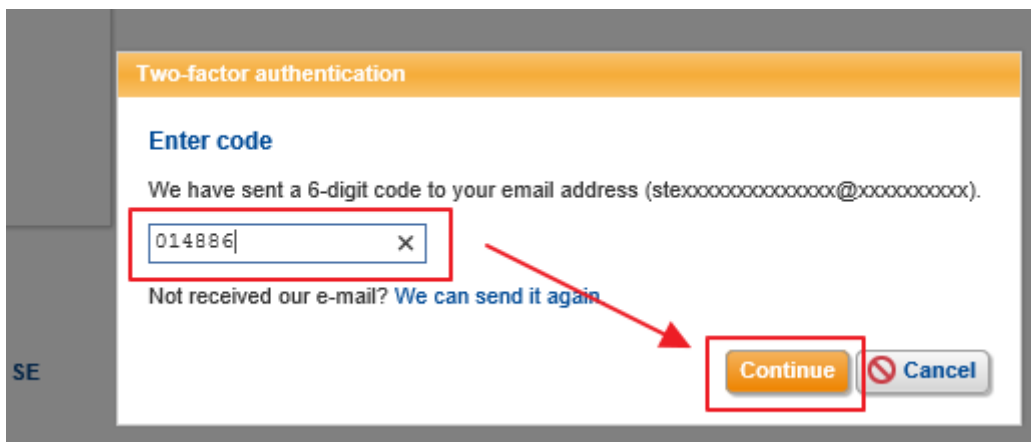
This code is needed as an additional security feature to be able to login to the portal. The mail looks like this:

### Login code: Portal



Your security code is: 014886.  
Your code expires in a few minutes.  
Please do not reply.

After having entered the code you will be logged in.



The screenshot shows a 'Two-factor authentication' window with the following content:

- Enter code**
- We have sent a 6-digit code to your email address (stexxxxxxxxxxxxxxxxx@xxxxxxxxxx).
- 
- Not received our e-mail? [We can send it again](#)
- 

The security code is only valid a few minutes.

If you have further questions or need help, please contact Fasihi Portal Support:

Phone: +49 621 520078 22

Email: support@fasihi.net