

LSEG Identity for Member Portal

INTRODUCING MULTI-FACTOR AUTHENTICATION TO MEMBER PORTAL

Version 1.0



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1. Purpose

The new Member Portal platform will introduce multi-factor authentication (MFA) via LSEG Identity to ensure secure access in line with customer and regulatory expectations. LSEG Identity requires customers to authenticate access via a code sent to the customers' email.

This guide will take you through the steps to setup LSEG Identity and how to use LSEG Identity to access the new Member Portal.

2. User Registration for LSEG Identity

Customers who are setup as users of the LSEG Member Portal will receive an activation link from noreply@identity.lseg.com to activate their LSEG Identity account for multi-factor authentication. When a new user is added, they will be sent this automatically.

Step-by-step guide to LSEG Identity multi-factor authentication.

1. **Activation Link:** LSEG will send an email from noreply@identity.lseg.com to customers registered emails to start the account activation.

Please click 'Activate Your Account' to register your email address with LSEG Identity. This link expires 7 days from receipt of the email – if you need a new activation link, please send a request membership@lseg.com.

Once you click the link in the email, your email address will be associated with the Member Portal, however, please follow the next steps to complete the setup. **If you already use LSEG Identity for other LSEG services (e.g. Sponsored Access or TRADEcho Portals), no further activation actions are required;** please refer to section 3 on how to log into Member Portal.

Note: customers may need to whitelist <https://identity.lseg.com/> on their internet firewall if required by their company policies.



LSEG Identity - Welcome to LSEG Identity

Hi Stefan,

With your new LSEG Identity account you can now securely sign in to authorised LSEG services with just one account and password.

If you are unsure why you are receiving this email, either you or your company has requested access on your behalf. Your LSEG Identity account provides access to one or more of the London Stock Exchange Group services.

Let's get you set up:

Your application helpdesk has created an LSEG Identity user account for you.

ACTIVATE YOUR ACCOUNT >>

Please note: This link expires in 7 days.

Important information

Your username is stefan.toader.work@mail.com

You can access the applications directly via their websites.

If you experience difficulties accessing your account, please contact your application helpdesk.

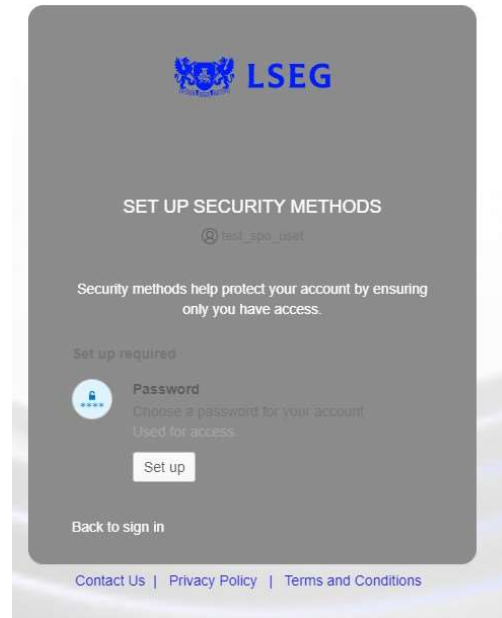
This is an automatically generated message from LSEG Identity. Replies are not monitored or answered.

Kind Regards,
LSEG Identity



2. **Create Password:** During the activation process, you will be prompted to setup a password:

- Passwords must contain a minimum of eight alphanumeric characters.
- Passwords must contain a minimum of
 - One number;
 - One uppercase letter;
 - One lowercase letter; and
 - One special character.
- Please note that previous passwords cannot be reused.



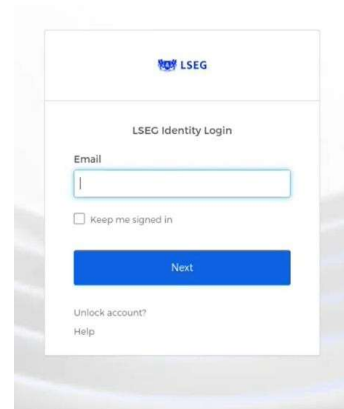
3. **Choose Security Method for MFA:** Customers will default to using their corporate email address for their authentication method when logging into Member Portal but can choose to use 'Google Authenticator' – this is optional. LSEG recommends using email and will not be able to provide support for customers experiencing any issues with 'Google Authenticator' – click on '[Skip this step](#)' to complete the activation process.

Once customers have activated their LSEG Identity account, they can now access the new Member Portal using the regular Member Portal URL following the steps outlined in the section below.

3. Accessing the Member Portal following LSEG Identity activation.

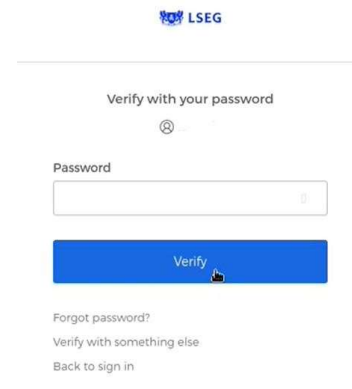
1. Navigate to the Member Portal website at <https://memberportal.lseg.com/>

2. Enter your corporate email address used with your Member Portal Login and click 'Next'.



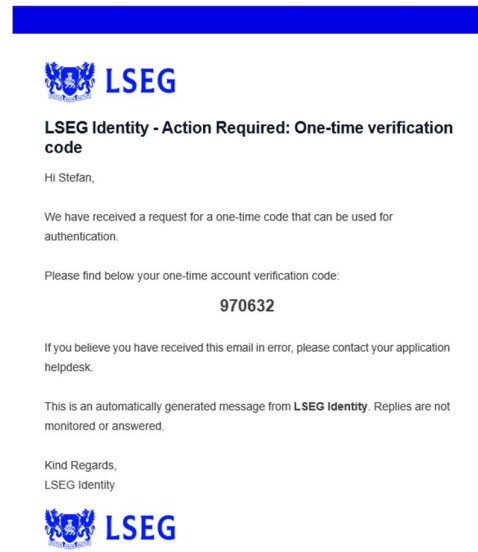
The screenshot shows the 'LSEG Identity Login' page. At the top is the LSEG logo. Below it, the title 'LSEG Identity Login' is centered. There is an 'Email' input field with a cursor inside. Below the input field is a checkbox labeled 'Keep me signed in'. A blue 'Next' button is positioned below the checkbox. At the bottom of the form, there are two links: 'Unlock account?' and 'Help'.

3. Enter the password you set when setting up LSEG Identity, then click Verify.

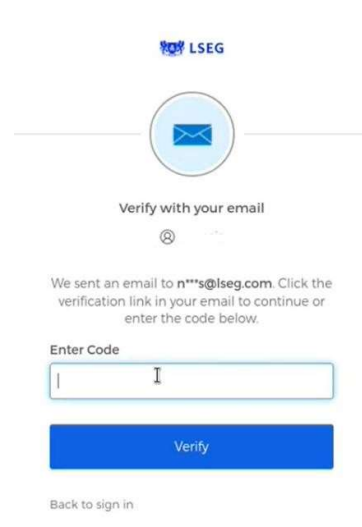
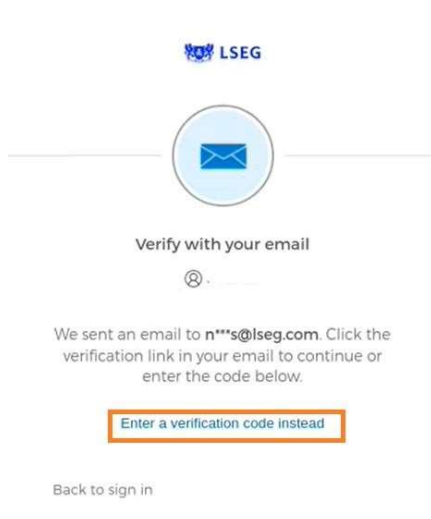


The screenshot shows the 'Verify with your password' page. At the top is the LSEG logo. Below it, the title 'Verify with your password' is centered. There is a password input field with a cursor inside. Below the input field is a blue 'Verify' button. At the bottom of the form, there are three links: 'Forgot password?', 'Verify with something else', and 'Back to sign in'.

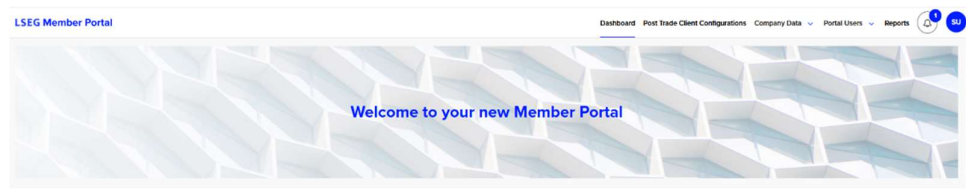
4. Once you click verify, you will need to click the 'Send me an email' button to receive a one-time-verification code to your registered email address.



5. You will receive an email from noreply@identity.lseg.com which will contain a unique Verification Code which you will need to enter into the prompt on the Member Portal login screen. Select the 'Enter a Verification code instead' button in order to submit the verification code and click 'Verify'



6. Once verified, you are logged into the Member Portal and will be redirected to the Member Portal Dashboard.



If you have any questions or require any assistance, please email membership@lseg.com or call +44 (0) 20 7797 1900.

