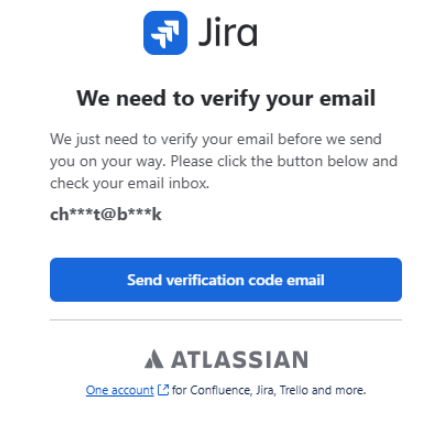


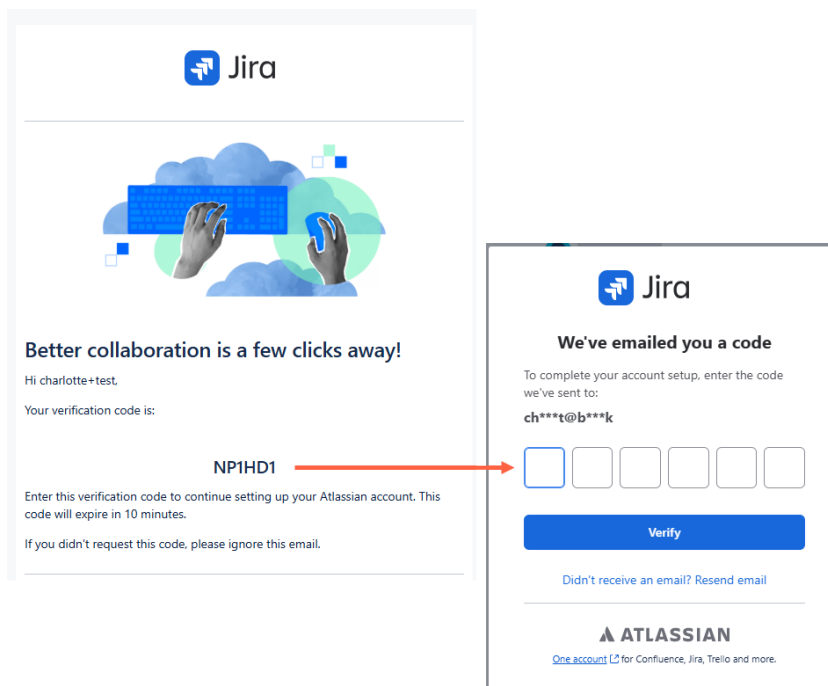
How to get access to Atlassian Cloud

The first time you sign in to Atlassian Cloud, you must verify your email address and create a password.

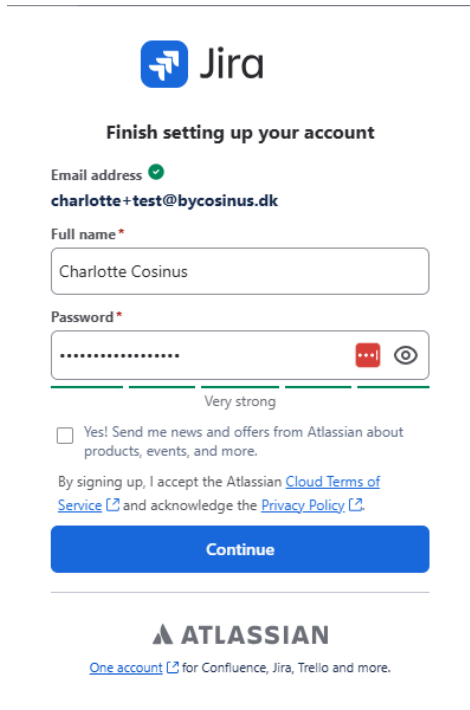
1. Go to <https://stibodx.atlassian.net>
2. Click the **Reset password/Forgot password** link and enter your e-mail address.
3. Verify your email address by clicking **Send verification code email**. Atlassian will send a verification code to your email address:



Check your email for the verification code and then copy and paste the code into the verification window:

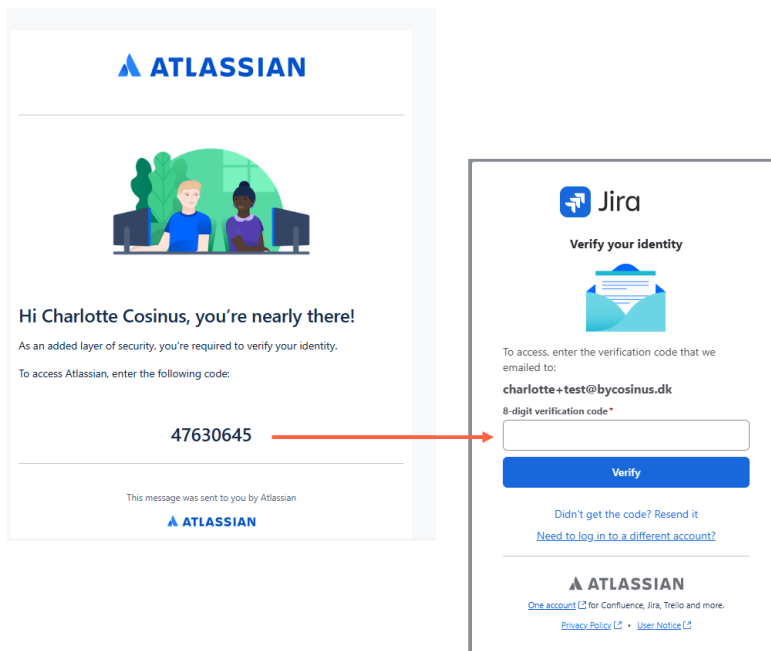


4. Enter your **full name** and create a **password**:



The screenshot shows the 'Finish setting up your account' screen in Jira. At the top is the Jira logo. Below it, the email address 'charlotte+test@bycosinus.dk' is entered and marked as correct. The 'Full name' field contains 'Charlotte Cosinus'. The 'Password' field is filled with dots and marked as 'Very strong'. There is a checkbox for 'Yes! Send me news and offers from Atlassian about products, events, and more.' which is unchecked. Below the checkbox, there is a statement: 'By signing up, I accept the Atlassian [Cloud Terms of Service](#) and acknowledge the [Privacy Policy](#)'. At the bottom is a blue 'Continue' button. Below the button is the Atlassian logo and a link: 'One account for Confluence, Jira, Trello and more.'

5. After you click **Continue**, Atlassian sends a second verification code to your email address. Enter the code in the verification window to confirm your identity: (You can use copy-and-paste)



The image shows two overlapping screenshots. The background screenshot is an email from Atlassian with the subject 'Hi Charlotte Cosinus, you're nearly there!'. It contains the verification code '47630645'. The foreground screenshot is the Jira 'Verify your identity' screen. It shows the email address 'charlotte+test@bycosinus.dk' and a field for the '8-digit verification code'. An orange arrow points from the code in the email to the verification code field in the Jira screen. The Jira screen also has a 'Verify' button and links for 'Didn't get the code? Resend it' and 'Need to log in to a different account?'. At the bottom is the Atlassian logo and links for 'One account', 'Privacy Policy', and 'User Notice'.

6. Click the **Verify** button to complete the Atlassian Cloud access process.

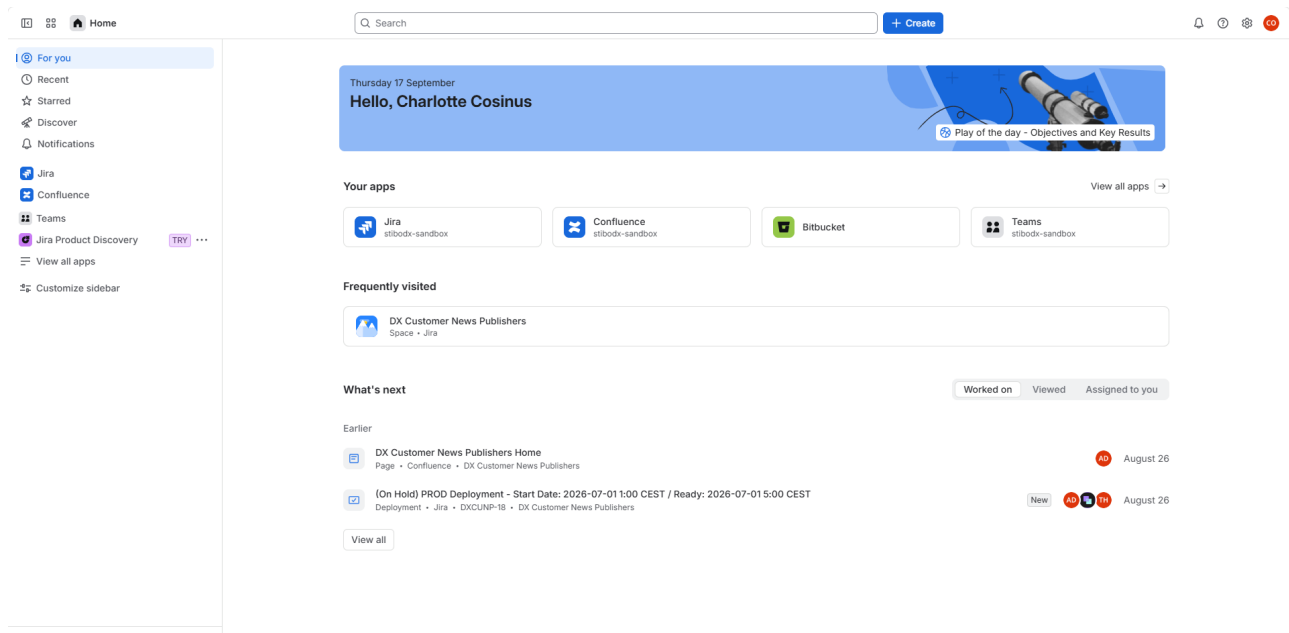
You **may** see a screen asking you to select your role. If this screen appears, click **Other** (or select the option that best matches your role).



The image shows the Jira role selection screen. At the top, the Jira logo is displayed. Below it, the text "Welcome, Charlotte! What kind of work do you do?" is shown, followed by the instruction "Choose the best fit for your project or team. We'll help you get started." There are eight role options in a grid: Software development, Product management, Marketing, Design, Project management, Operations, IT support, and Other. The "Other" option is highlighted with a red and blue border. Below the grid is a "Show more roles" link. At the bottom right is a blue "Next" button.

After you click **Next**, you are signed in to Atlassian Cloud. You can now access the Atlassian applications available to you, based on your assigned permissions.

After signing in, you will typically see the Atlassian **Home** page.



The image shows the Atlassian Home page. The top navigation bar includes a search bar, a "+ Create" button, and user avatars. The left sidebar contains a "For you" section with links to Recent, Starred, Discover, and Notifications, and a "Jira" section with links to Jira, Confluence, Teams, and Jira Product Discovery. The main content area features a "Hello, Charlotte Cosinus" banner, a "Your apps" section with links to Jira, Confluence, Bitbucket, and Teams, a "Frequently visited" section with a link to DX Customer News Publishers, and a "What's next" section with a link to DX Customer News Publishers Home. The "What's next" section also includes a "View all" button.

Use the application launcher  to open the Atlassian applications that you have access to, such as Jira and Confluence.

