

Guide to Signing In to the Fraport Dashboard

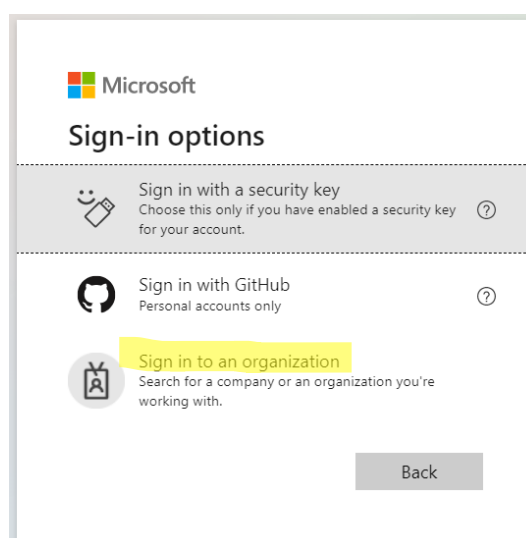
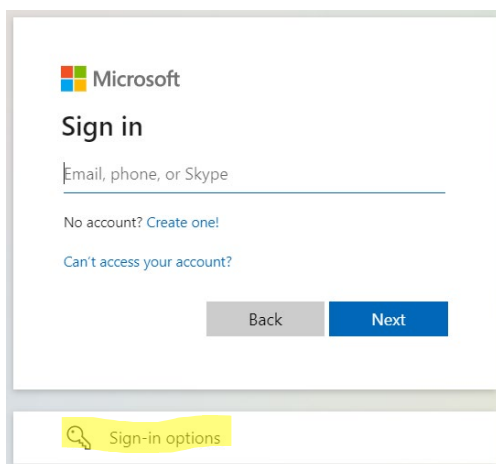
After successfully registering at <http://cicd-manual.fraport.com/>, you will receive an invitation from Microsoft to access Fraport's dashboard no later than the following day. **If it doesn't arrive, the first thing you should do is check your spam folder!**

Accept the invitation and follow the system's instructions. These will vary depending on your local settings. Among other things, they depend on whether you already have a Microsoft Office account or want to access the dashboard as a guest.

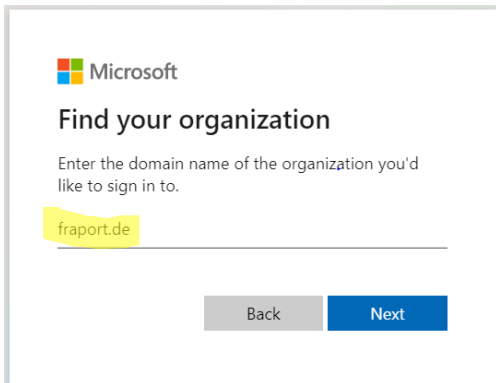
To illustrate how this works, in the following we describe two different processes, which can also vary depending on the circumstances.

Signing in without having your own Microsoft Office account

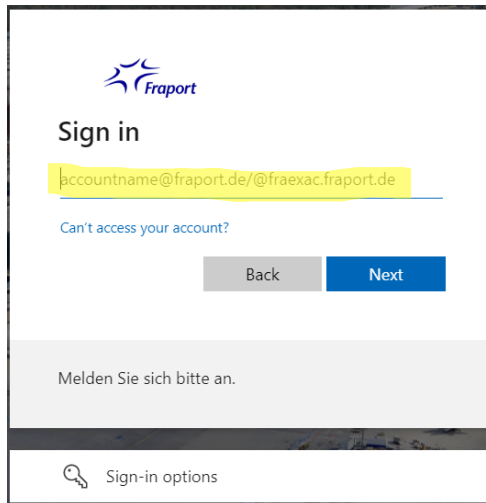
1. Click on **"Sign-in options"**.
2. Select **"Sign in to an organization"**.



3. Enter “**fraport.de**” as the organization.



4. Enter the registered email address.



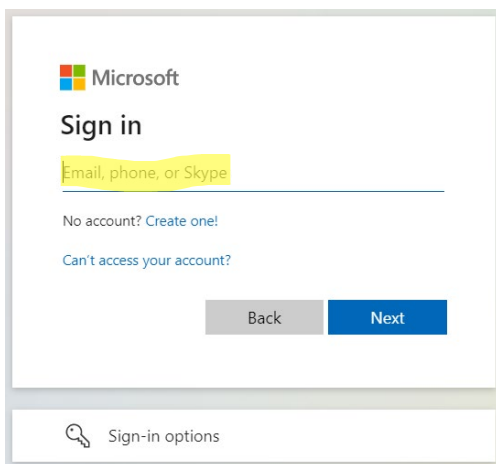
The account verification code will be sent to this email address.

5. Enter the code in the window that opens and click on “Sign in” to gain access to the Fraport dashboard.

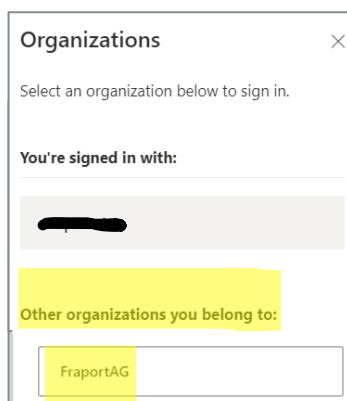
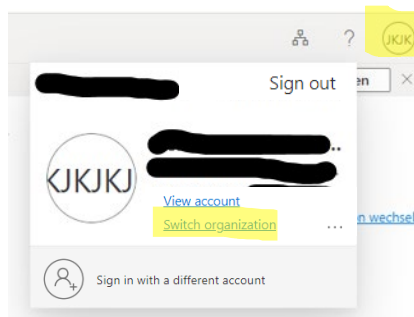
Please note that the CI/CD manual and/or the Fraport picture database will become available in the Fraport dashboard only after a delay of up to 24 hours.

Signing in with your own Microsoft Office account

1. Sign in to Microsoft Office using your registered email address.



2. You can now access your own dashboard. Click on “**Account manager**” at the top right > “**Switch organization**” > “**Other organizations you belong to**” > “**Fraport AG**”



3. Identity check: You are required to do this once. You can do it with an authenticator app (e.g. Microsoft Authenticator) or by another method (like having a code sent to your phone).

When using an app to authenticate yourself: First scan the QR code and then confirm. If that doesn't work, you can use a link to choose another way to identify yourself (e.g. with your phone).

Please follow the system's instructions to gain access to the Fraport dashboard.

Please note that the CI/CD manual and/or the Fraport picture database will become available in the Fraport dashboard only after a delay of up to 24 hours.

If you have any problems signing in, please contact Fraport's user helpdesk by calling +49 69 690127.