

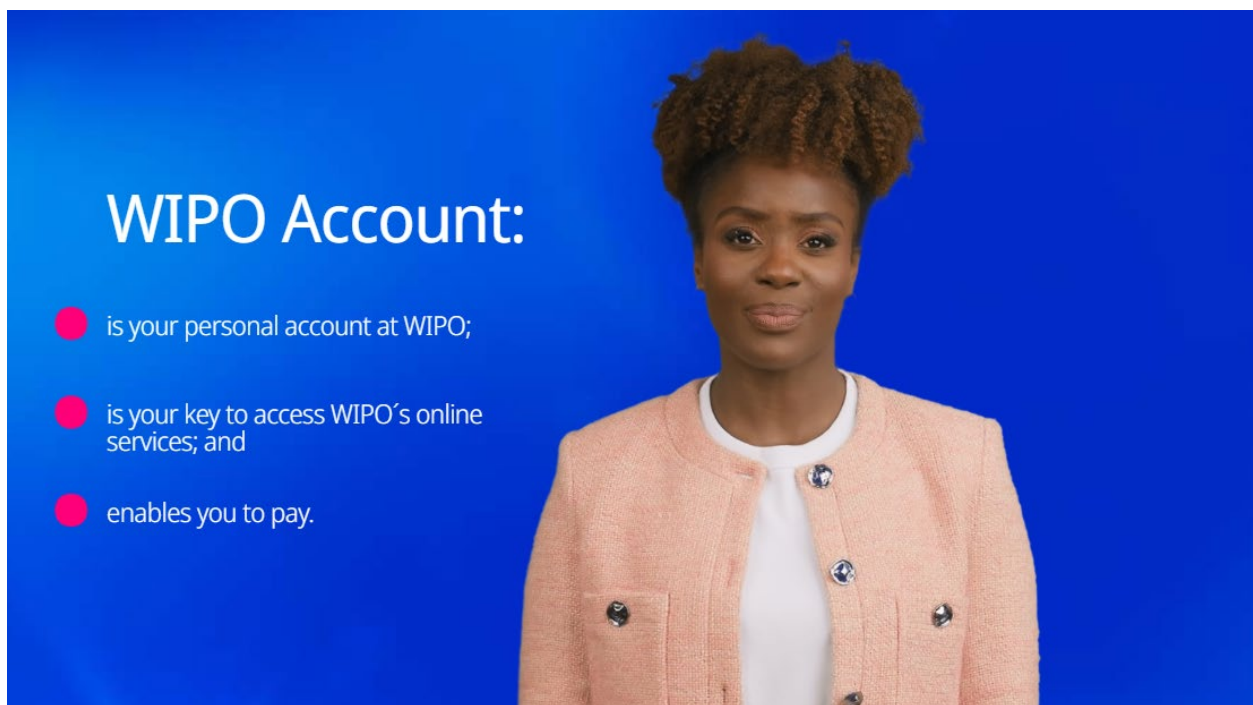
WIPO ACCOUNT: CREATION AND VALIDATION

Hey there! Welcome to our tutorial.

In this video you will learn how to create and validate your WIPO Account.

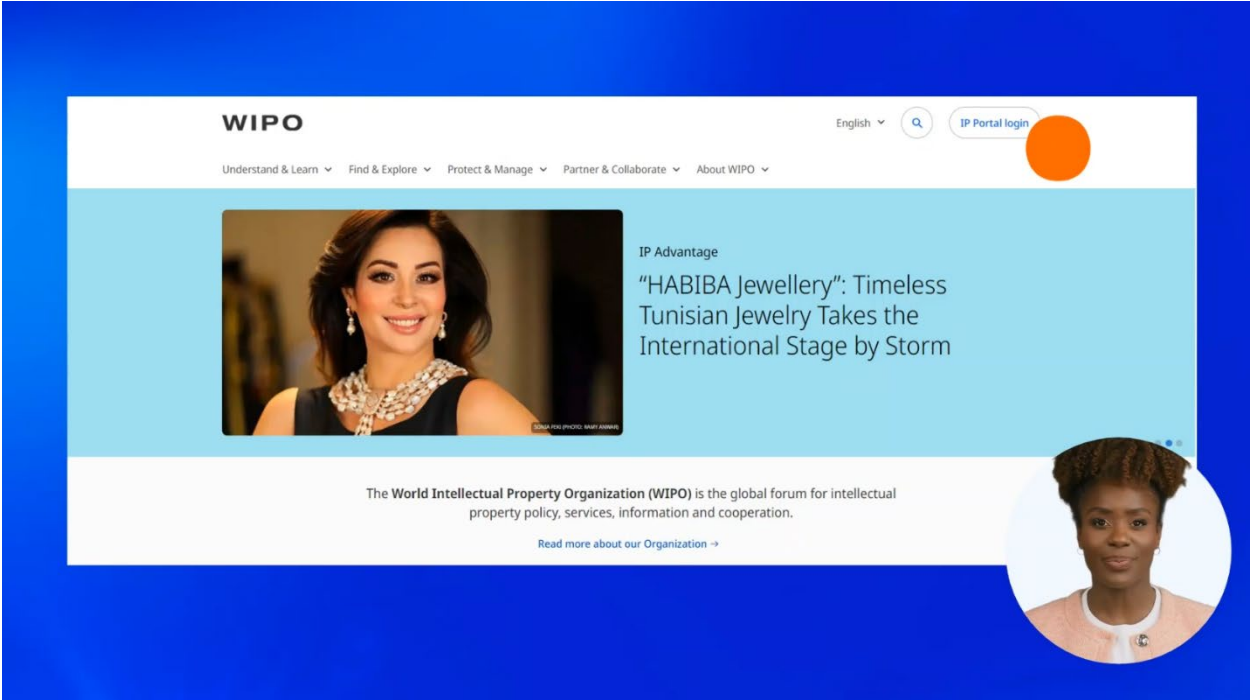
Your WIPO Account is your key to access all of WIPO's online services, from payment to courses, and much more.

It enables you to pay and provides access to your personalized dashboard and messaging system.

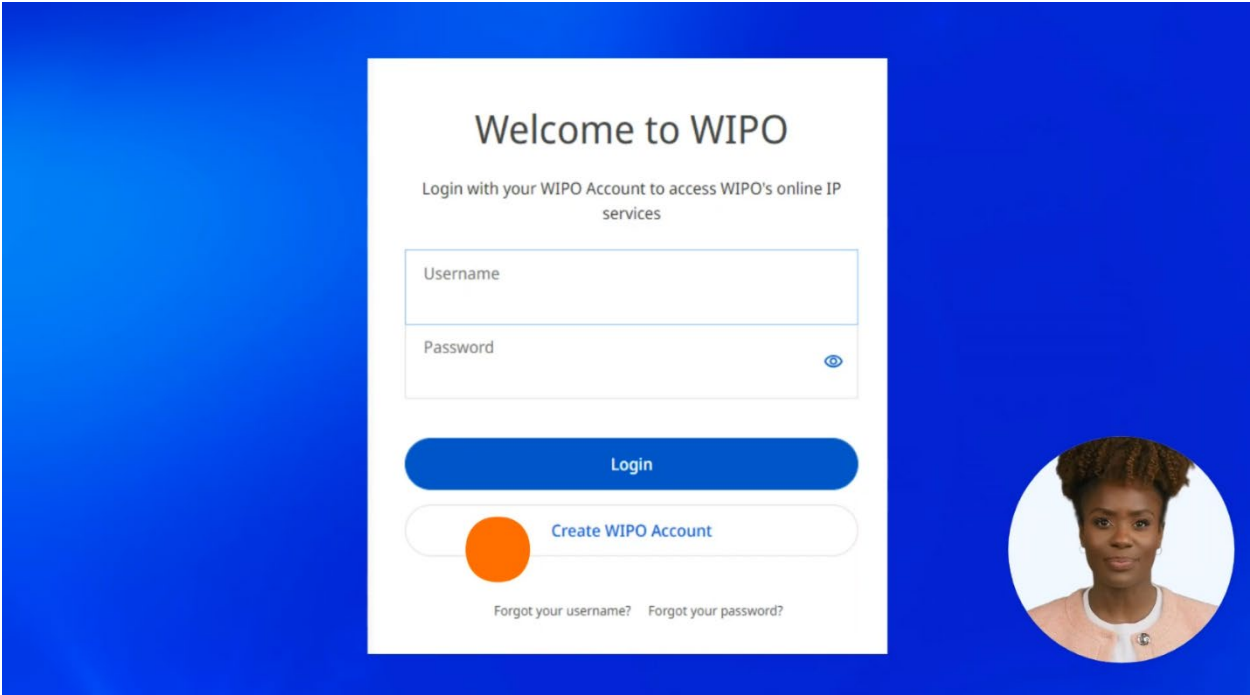


You don't have a WIPO Account yet? Then let's create one right now!

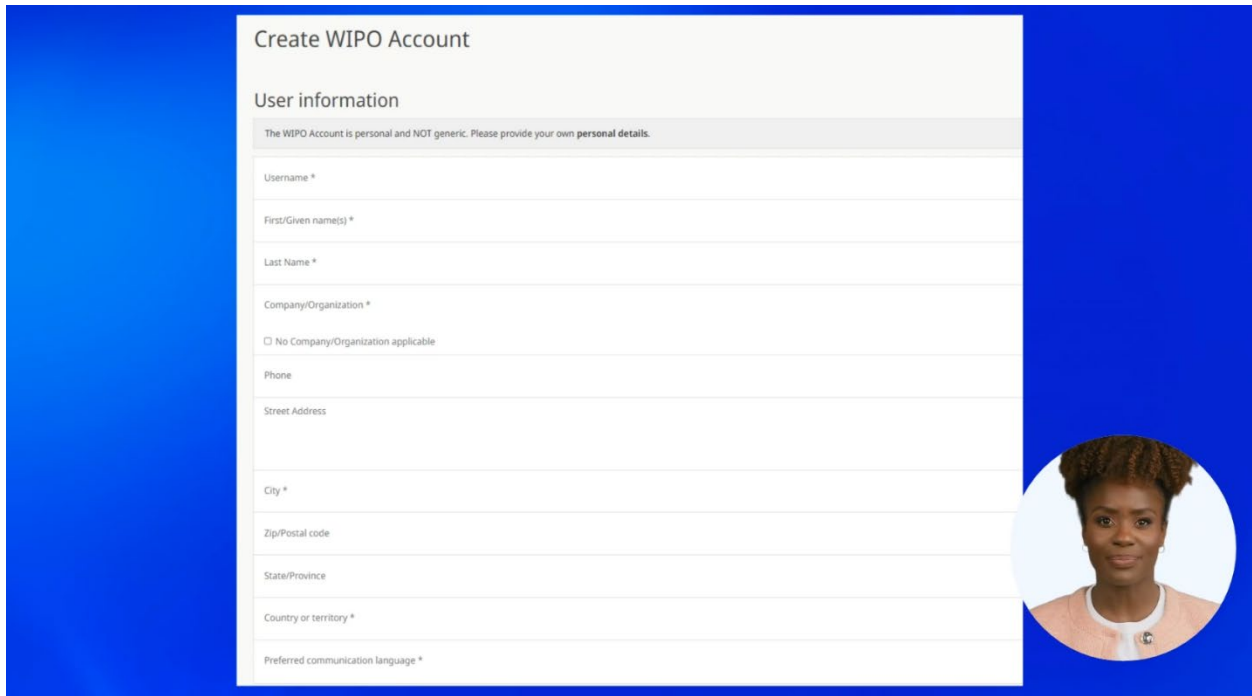
On our website click on "IP Portal login" in the upper right corner.



Click on "Create WIPO Account".



Complete the form with the required information.



Create WIPO Account

User information

The WIPO Account is personal and NOT generic. Please provide your own personal details.

Username *

First/Given name(s) *

Last Name *

Company/Organization *

No Company/Organization applicable

Phone

Street Address


City *

Zip/Postal code

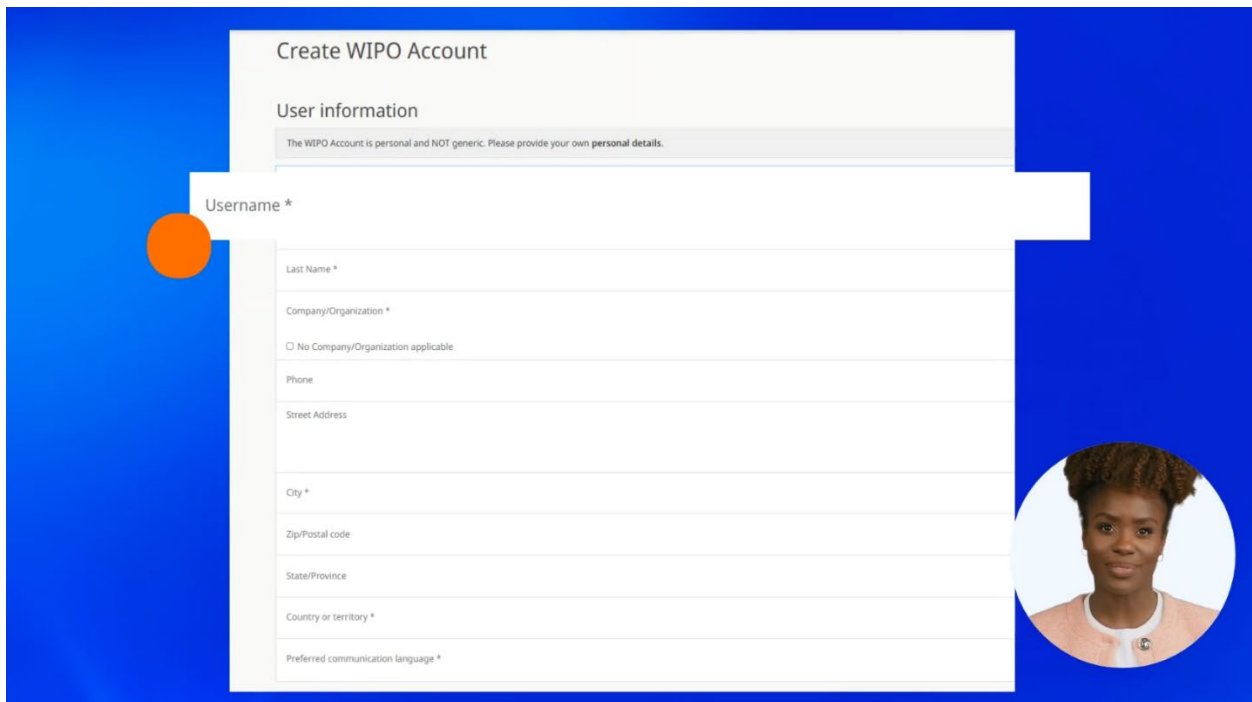
State/Province

Country or territory *

Preferred communication language *



Choose a unique username. This is the username that will be associated with your WIPO Account and cannot be changed later.



Create WIPO Account

User information

The WIPO Account is personal and NOT generic. Please provide your own personal details.

Username *

Last Name *

Company/Organization *

No Company/Organization applicable

Phone

Street Address


City *

Zip/Postal code

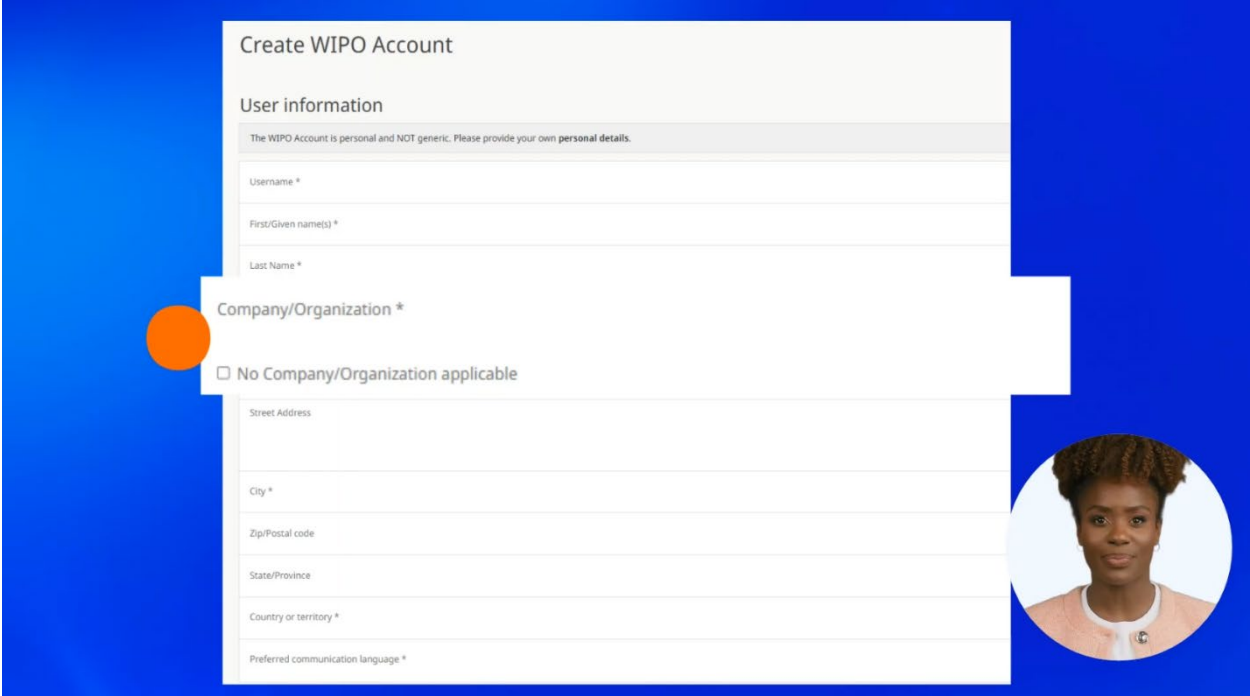
State/Province

Country or territory *

Preferred communication language *

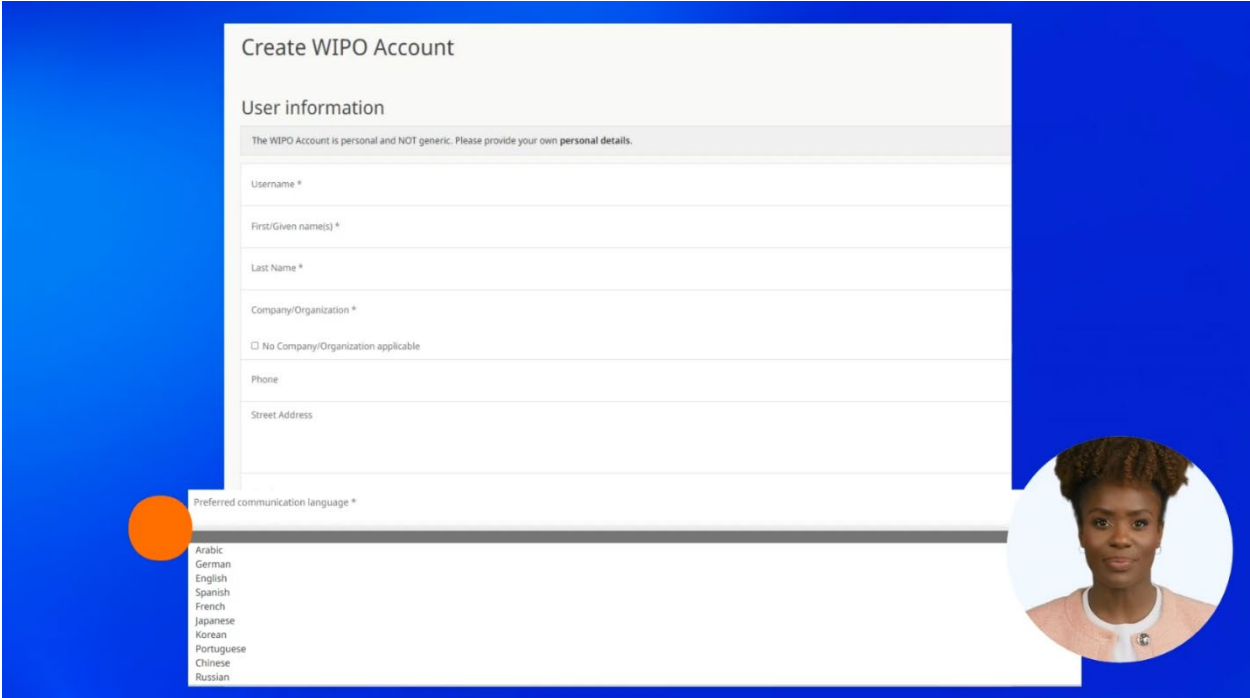


You can indicate your company, or if this is not relevant, check the box "No Company/Organization applicable".



The screenshot shows the 'Create WIPO Account' form with the 'Company/Organization' section highlighted. The form includes fields for 'Username *', 'First/Given name(s) *', 'Last Name *', 'Company/Organization *', 'Street Address', 'City *', 'Zip/Postal code', 'State/Province', 'Country or territory *', and 'Preferred communication language *'. A callout box points to the 'Company/Organization *' field, which contains the text 'No Company/Organization applicable' next to an unchecked checkbox. A circular profile picture of a woman is visible on the right side of the form.

Choose your preferred language for your WIPO Account communications from the options given.

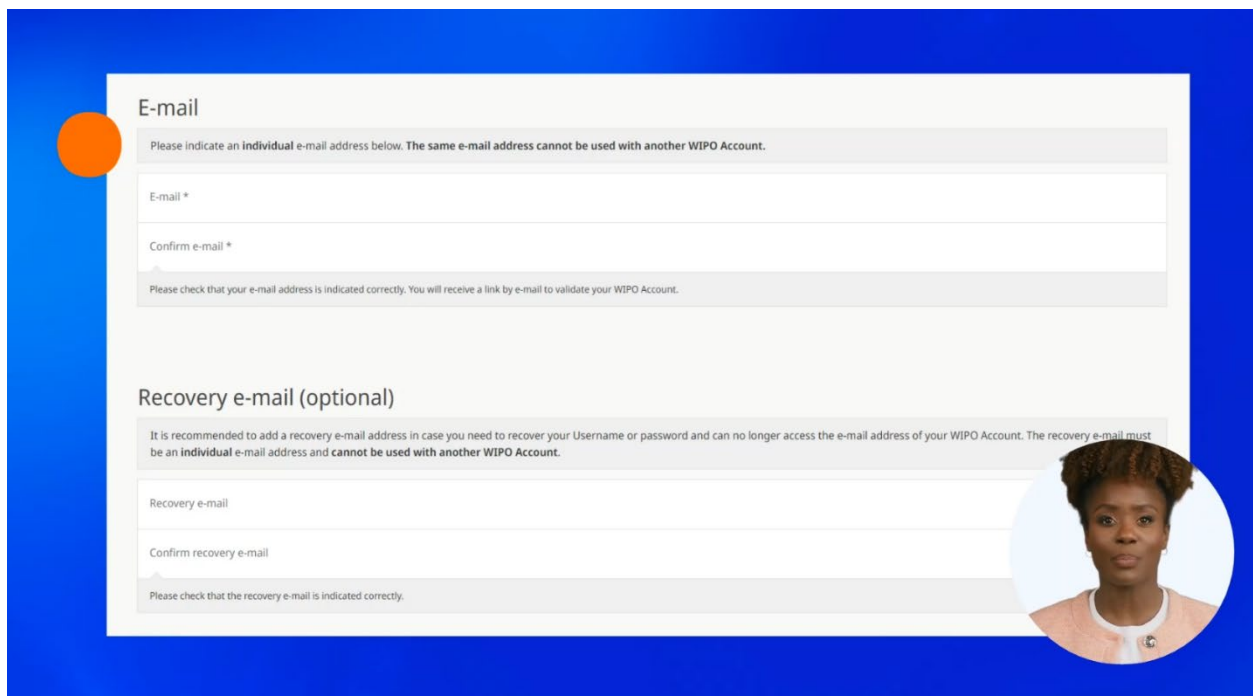


The screenshot shows the 'Create WIPO Account' form with the 'Preferred communication language *' dropdown menu open. The dropdown menu lists the following options: Arabic, German, English, Spanish, French, Japanese, Korean, Portuguese, Chinese, and Russian. The form fields for 'Username *', 'First/Given name(s) *', 'Last Name *', 'Company/Organization *', 'Phone', and 'Street Address' are visible above the dropdown. A circular profile picture of a woman is visible on the right side of the form.

Enter the e-mail address you want to associate with your WIPO Account.

Make sure to use an individual e-mail address, and not a group or generic e-mail address.

Remember that this is your own, personal WIPO Account.



The screenshot shows a web form titled "E-mail" with an orange circle highlighting the "E-mail *" field. Below it is a "Confirm e-mail *" field. A note states: "Please indicate an individual e-mail address below. The same e-mail address cannot be used with another WIPO Account." and "Please check that your e-mail address is indicated correctly. You will receive a link by e-mail to validate your WIPO Account." Below this is a section for "Recovery e-mail (optional)" with a note: "It is recommended to add a recovery e-mail address in case you need to recover your Username or password and can no longer access the e-mail address of your WIPO Account. The recovery e-mail must be an individual e-mail address and cannot be used with another WIPO Account." This section includes "Recovery e-mail" and "Confirm recovery e-mail" fields, with a note: "Please check that the recovery e-mail is indicated correctly." A circular profile picture of a woman is visible on the right side of the form.

We recommend that you provide a recovery e-mail address.

This will help you in case you need to recover your account in the future.

Just like your primary e-mail this should be an individual e-mail address.

E-mail

Please indicate an **individual** e-mail address below. **The same e-mail address cannot be used with another WIPO Account.**

E-mail *

Confirm e-mail *

Please check that your e-mail address is indicated correctly. You will receive a link by e-mail to validate your WIPO Account.

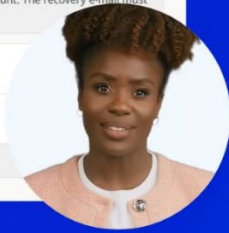
Recovery e-mail (optional)

It is recommended to add a recovery e-mail address in case you need to recover your Username or password and can no longer access the e-mail address of your WIPO Account. The recovery e-mail must be an **individual** e-mail address and **cannot be used with another WIPO Account.**

Recovery e-mail

Confirm recovery e-mail

Please check that the recovery e-mail is indicated correctly.



Create a password that is at least 8 characters long and contains at least 1 number, then retype it in the box below.

Password


Show password

Password *

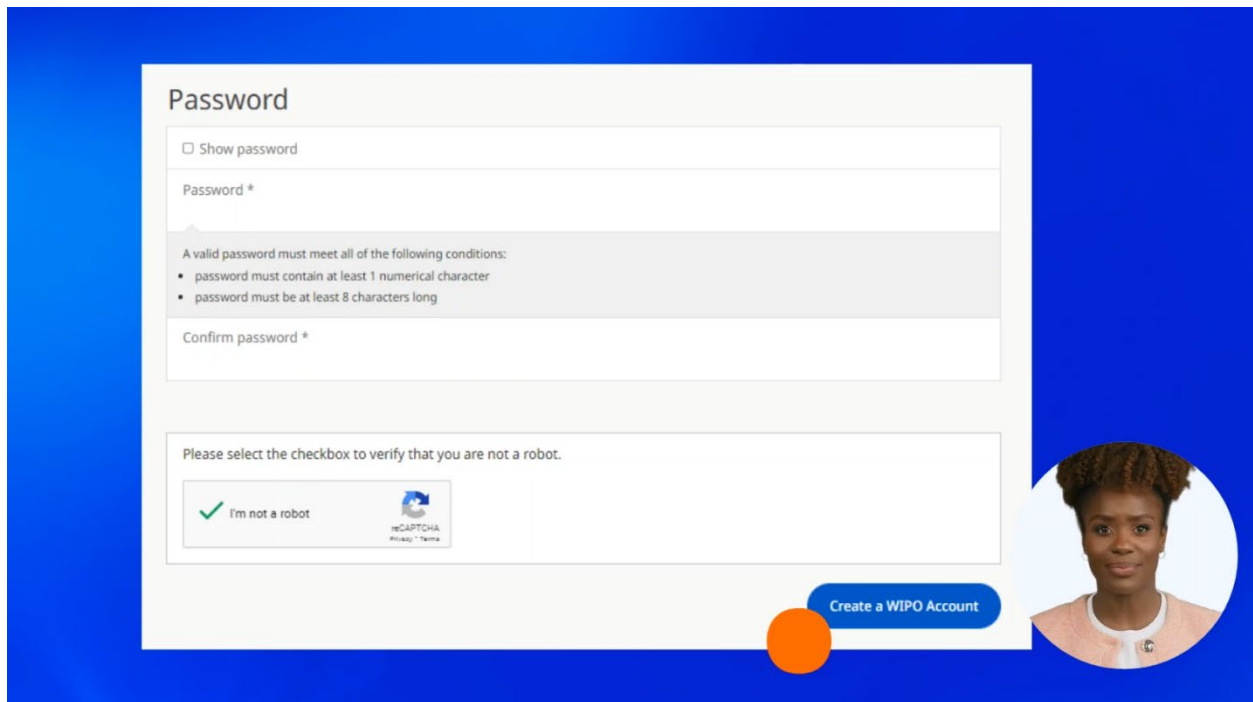
A valid password must meet all of the following conditions:

- password must contain at least 1 numerical character
- password must be at least 8 characters long

Confirm password *



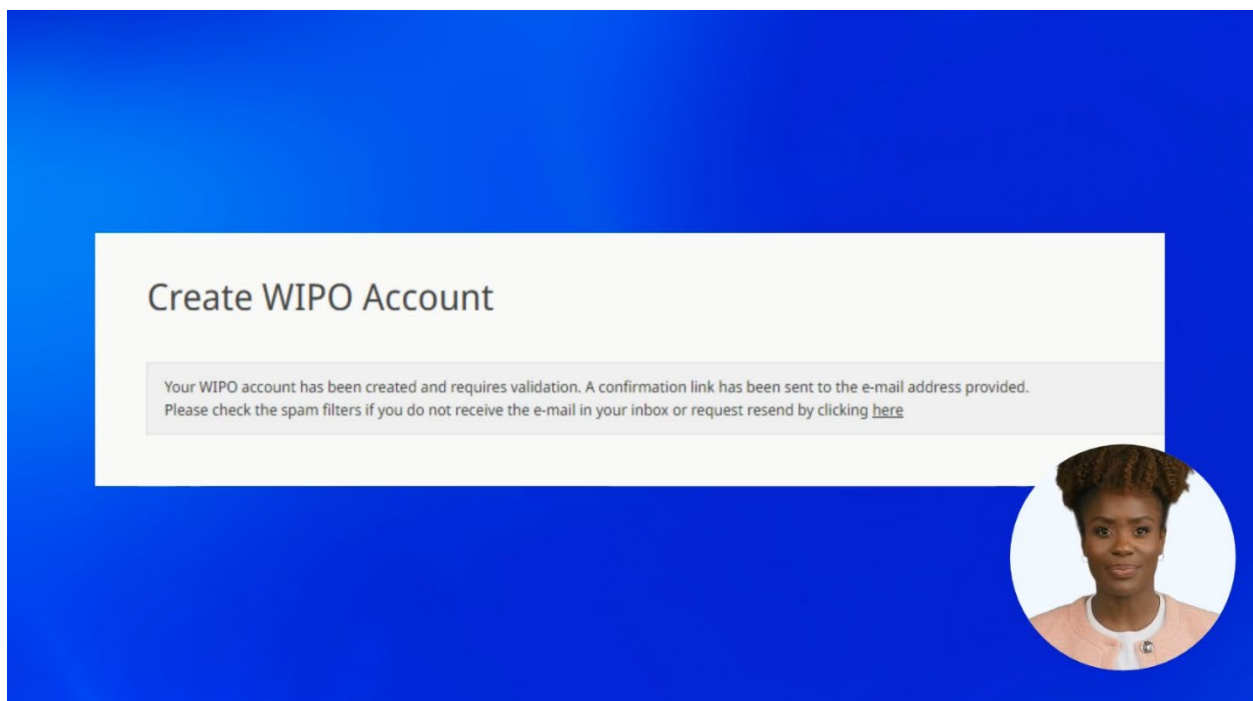
Now you can click on "Create a WIPO Account".



The screenshot shows a 'Password' form on a blue background. The form includes a 'Show password' checkbox, a 'Password *' field, and a 'Confirm password *' field. A list of conditions for a valid password is provided: 'password must contain at least 1 numerical character' and 'password must be at least 8 characters long'. Below the password fields is a reCAPTCHA section with the text 'Please select the checkbox to verify that you are not a robot.' and a checked 'I'm not a robot' checkbox. A blue button labeled 'Create a WIPO Account' is positioned at the bottom right of the form, with an orange circle highlighting it. A circular profile picture of a woman is visible on the right side of the form.

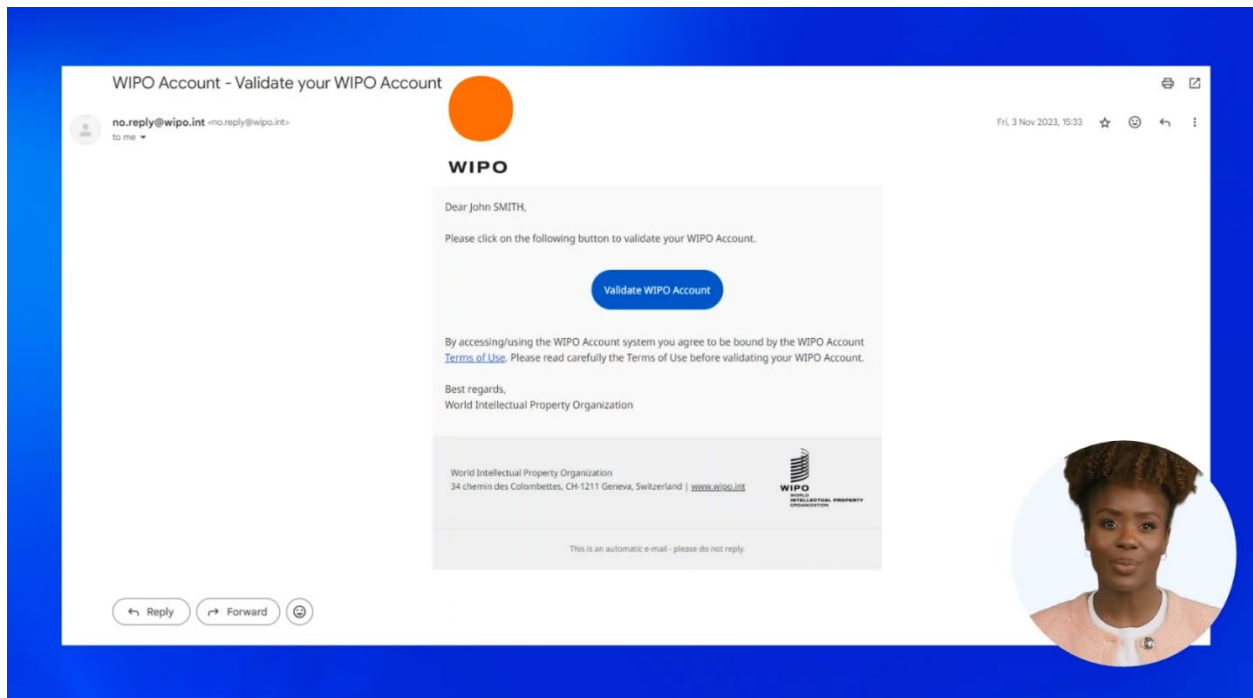
Your account is now created, but it requires validation. A validation e-mail will be sent to the e-mail address you provided earlier.

Check the spam folder if you do not receive the validation e-mail.

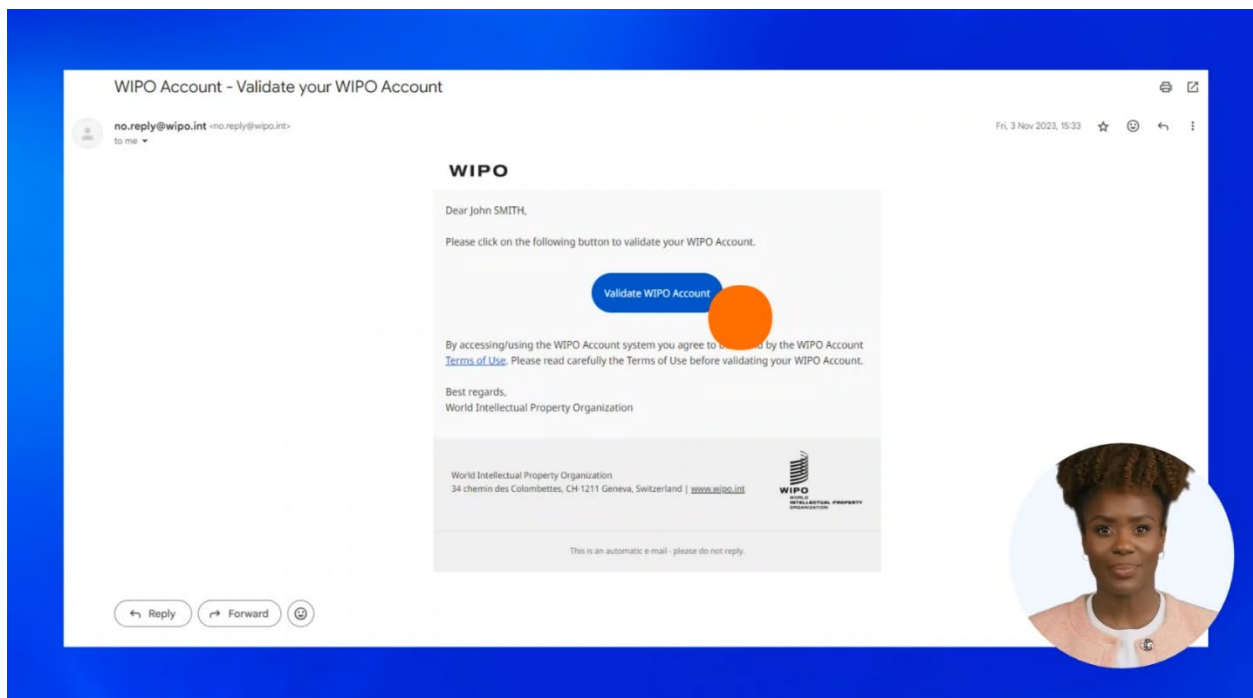


The screenshot shows a confirmation message titled 'Create WIPO Account' on a blue background. The message text reads: 'Your WIPO account has been created and requires validation. A confirmation link has been sent to the e-mail address provided. Please check the spam filters if you do not receive the e-mail in your inbox or request resend by clicking [here](#)'. A circular profile picture of the same woman is visible on the right side of the message.

The e-mail will be titled "WIPO Account – Validate your WIPO Account".

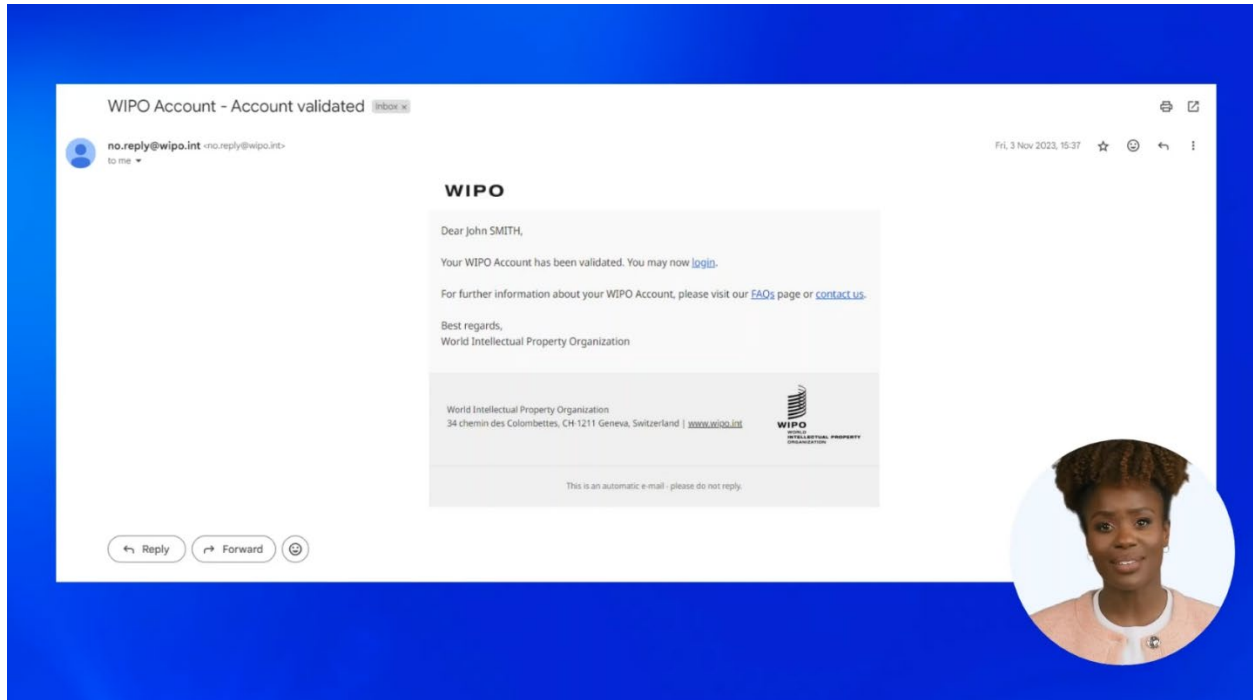


Open it and click on "Validate WIPO Account".

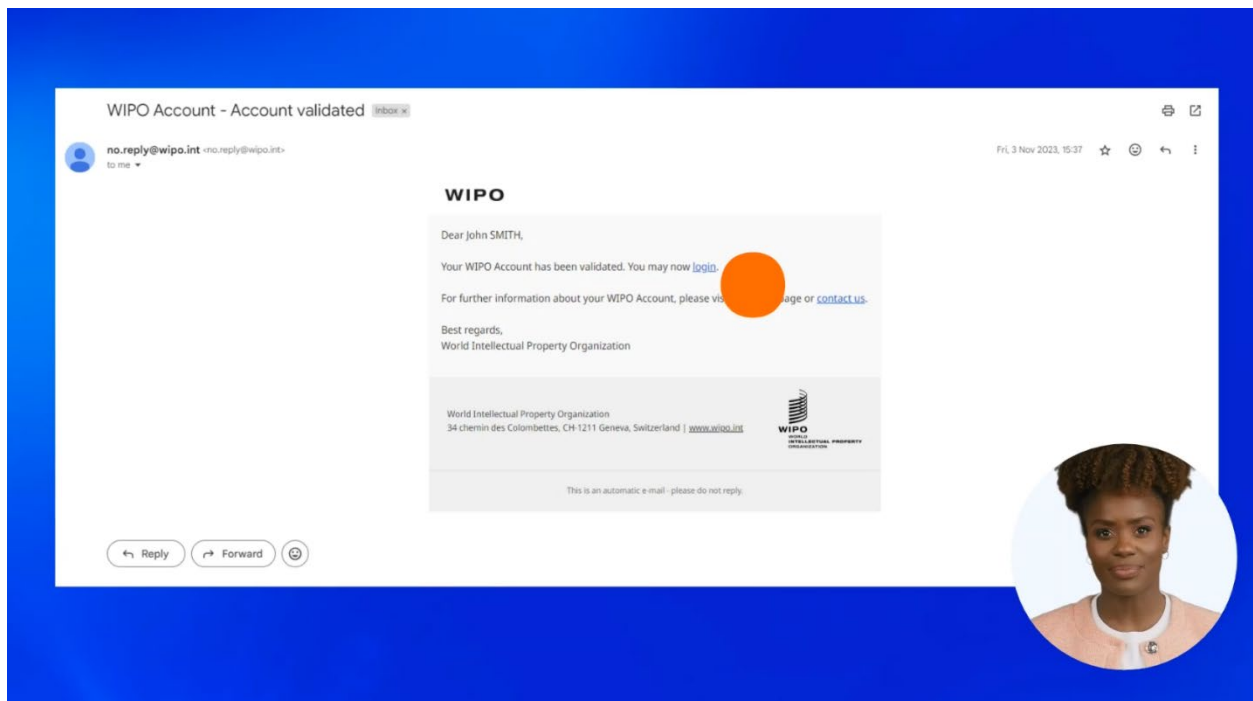


Congratulations!

You have successfully created your WIPO Account which will be confirmed with a second e-mail.



You can now log in.



You can find this and other tutorials on our website - wipo.int.

Finally, a reminder to **be aware of possible scam attempts** by phone, email, or text message. You can learn more about how to protect yourself from different types of scams on the dedicated webpage on our website.

Thank you for watching our tutorial. See you next time!