

# LOGGING INTO EVALYTICS

1

Go to <https://evalytics.vu.nl/login>

You need to use a SURFconnext account hier. From the list on the right, scroll down and select 'Vrije Universiteit Amsterdam'.

Klik hier voor Nederlands

**evalytics**

Select your organisation from the list or log in with your e-mail address and password

E-mail address\*

Password\*

**LOG IN**

Forgot password?

Search SURFconnext account ...

Radboud University (USEZ-account)

Tilburg University

University of Amsterdam

or

University of Applied Sciences Leiden

University of Applied Sciences Utrecht

Utrecht School of the Arts

Van Hall Larenstein, University of Applied Scien...

Vrije Universiteit Amsterdam

Contact Data processing agreement Privacy Statement  
Report data breach Operations register

2

You will be automatically redirected to the VU page. Use your ...@vu.nl email and password to log in.

Sign In

https://stsfed.login.vu.nl/adfs/ls/?SAMLRequest=IZLbbslwDIZfpcqdpqUVolgiMTgMIY0Kuh12

**VU** VRIJE UNIVERSITEIT AMSTERDAM

Sign in

VUnetID

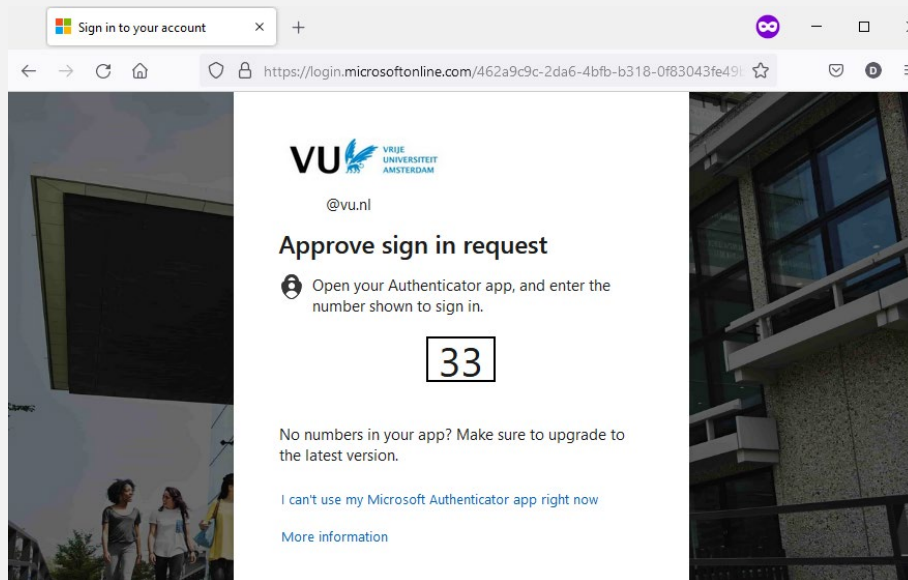
Password

**Sign in**

Problems signing in? Change password?

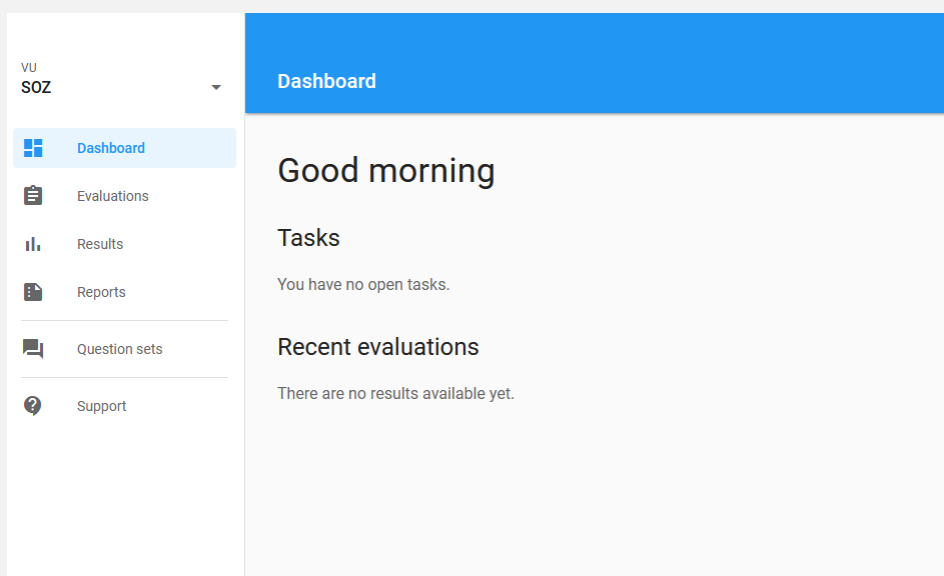
3

**You will be prompted to authenticate using Azure MFA. See page 3 below for instructions on how to activate MFA.**



4

**After an additional authentication step through a phone app, you will be logged into Evalytics.**



## **MFA (Multi-Factor Authentication)**

For secure access, VU requires the use of MFA (Multi-Factor Authentication) with the Microsoft Authenticator app. Activating MFA involves several steps, which are explained below.

### **Authentication**

Follow the steps below to activate MFA, which includes verifying your identity. You can visit one of the IT service desks at the Main Building or W&N Building (Monday to Friday, 09:00 AM to 05:00 PM).

### **IT Servicedesk**

If you need assistance with activating MFA, contact the IT Servicedesk of Vrije Universiteit at +31 20 59 80000 or via email at [servicedesk.it@vu.nl](mailto:servicedesk.it@vu.nl). An IT staff member will guide you through the process remotely. The IT Servicedesk is available on weekdays from 07:30 AM to 05:00 PM.

**Question:** How do I activate Microsoft Authenticator for SURF Secure ID?

**Answer:** Note: If you have not yet activated the Microsoft Authenticator app on your mobile device, click here: [Selfserviceportal - Azure MFA - Registration MS Authenticator app \(vu.nl\)](#)

VU uses Azure MFA (Multi-Factor Authentication) with the Microsoft Authenticator as the primary method. Staff must also register this for SURF Secure ID. Follow the instructions below to set up this method for SURF Secure ID.

Please complete the steps below before visiting one of the IT service desks at the Main Building or W&N Building.

If you are unable to visit the desk, contact the IT Servicedesk at +31 20 59 80000 to arrange a video call for setup.

1. Log in to the registration portal: <https://sa.surfconext.nl>
2. Choose the option to add a token.
3. Select Azure MFA as the method.
4. Log in using the Authenticator app by approving the message on your smartphone.
5. An activation code will appear on the screen. You will also receive this code in your VU mailbox. Save this code and bring it for activation.
6. Activate your SURF Secure ID token at the IT service desk in the Main Building (HG-0A11) or W&N Building (WN-M018).

Activation must occur within 14 days of registration; otherwise, you will need to re-register.

Important:

- Bring a valid ID to the IT service desk for activating Azure MFA, such as a driver's license, ID card, passport, or residence document. An employee card is not valid.
- When the Authenticator app requests permission for notifications, select Allow.
- If notifications do not appear, check your phone settings to ensure notifications are enabled.