

How to create an account

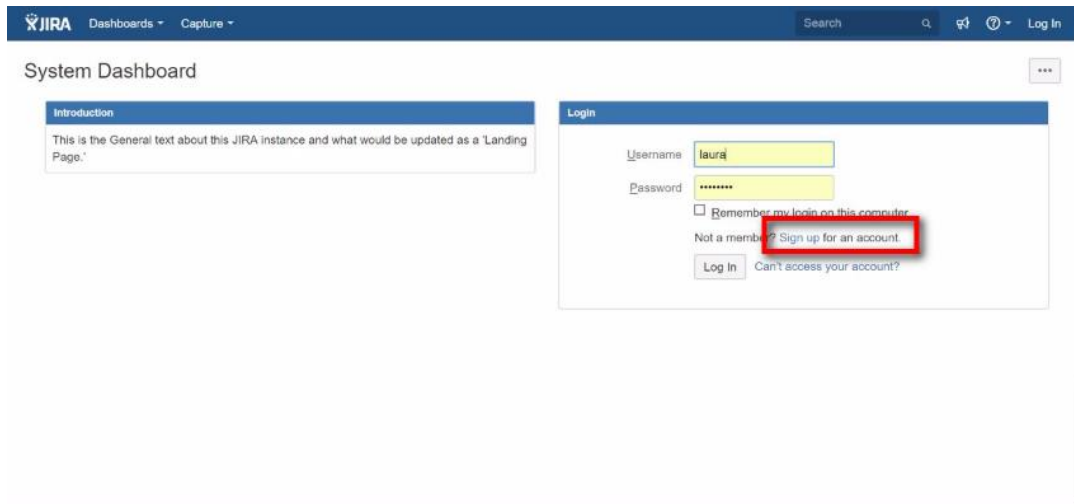
How to create an account on JIRA & Confluence for HL7 members and contributors.

Step-by-step guide

To create an account for JIRA and Confluence, you must begin with account creation on JIRA.

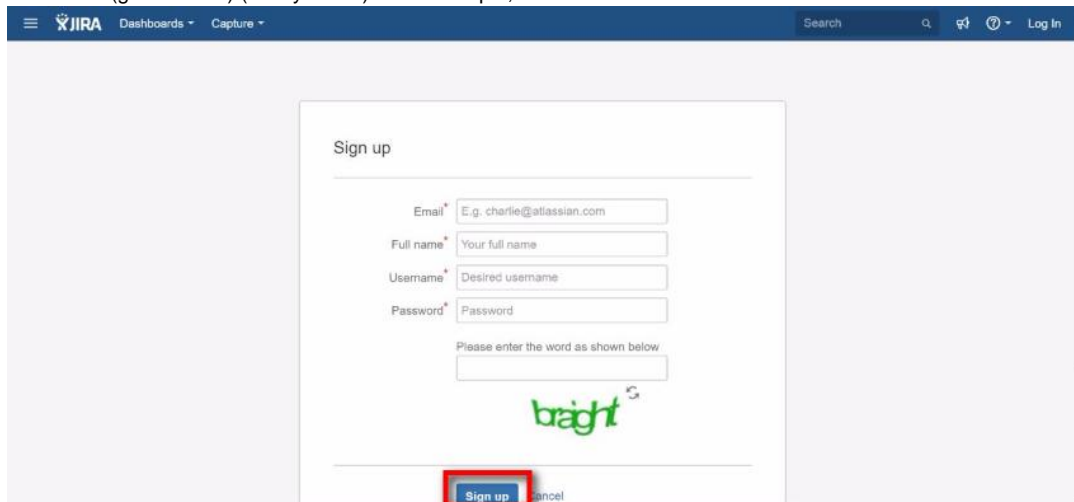
Account creation on JIRA

1. Visit: www.hl7.org/permalink?JIRA
2. On the right side of you screen, select "Sign up for an account"



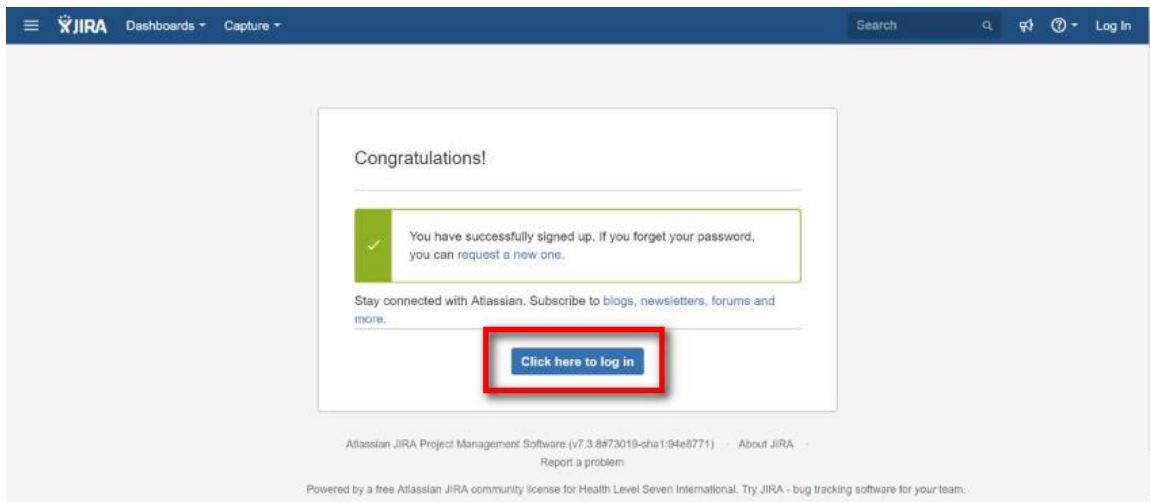
The screenshot shows the JIRA System Dashboard. On the right side, there is a 'Login' section. It contains fields for 'Username' (with 'laura' entered) and 'Password' (with '*****' entered). Below these fields is a checkbox for 'Remember my login on this computer'. Underneath the checkbox, the text 'Not a member?' is followed by a link 'Sign up for an account', which is highlighted with a red rectangle. There is also a 'Log In' button and a link 'Can't access your account?'.

3. Complete the "Sign up" form and click the "Sign up" button at the bottom of the page to submit the form. For your username, please use the format "(given name).(family name)". For example, "marie.curie" or "albert.einstein".

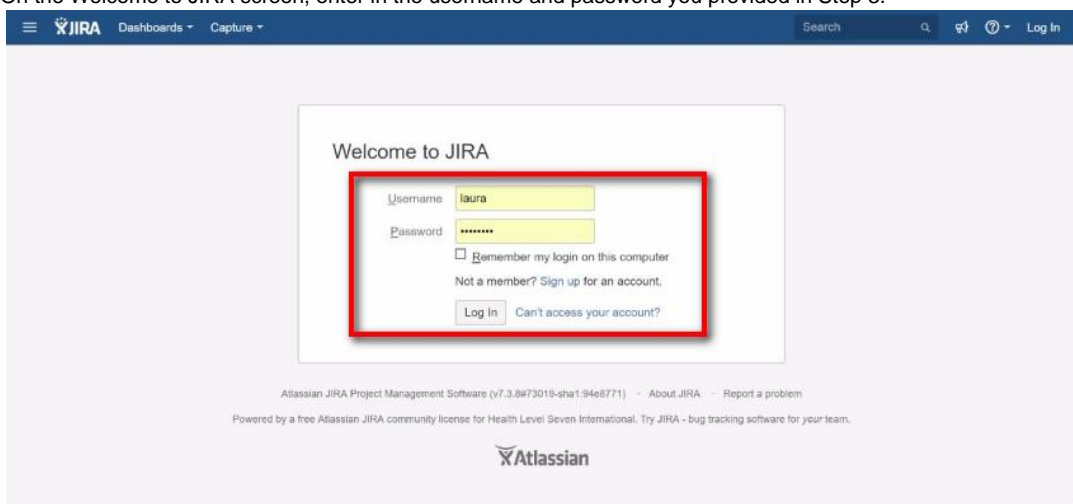


The screenshot shows the JIRA Sign up form. It has fields for 'Email' (with 'E.g. charlie@atlassian.com' as a placeholder), 'Full name' (with 'Your full name' as a placeholder), 'Username' (with 'Desired username' as a placeholder), and 'Password' (with 'Password' as a placeholder). Below these fields is a CAPTCHA section with the text 'Please enter the word as shown below' and a box containing the word 'bright' in a stylized green font. At the bottom of the form, there is a 'Sign up' button highlighted with a red rectangle and a 'Cancel' button.

4. You will receive an email confirming your account creation (sent to the email account you provided during account sign up).
5. On the Confirmation screen, you can now proceed to log in. Select the "Click here to log in" button to log into JIRA.

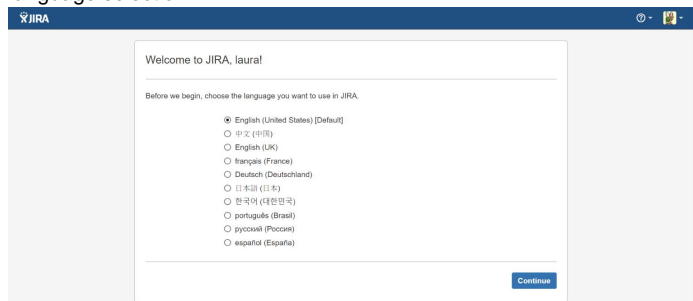


6. On the Welcome to JIRA screen, enter in the username and password you provided in Step 3.

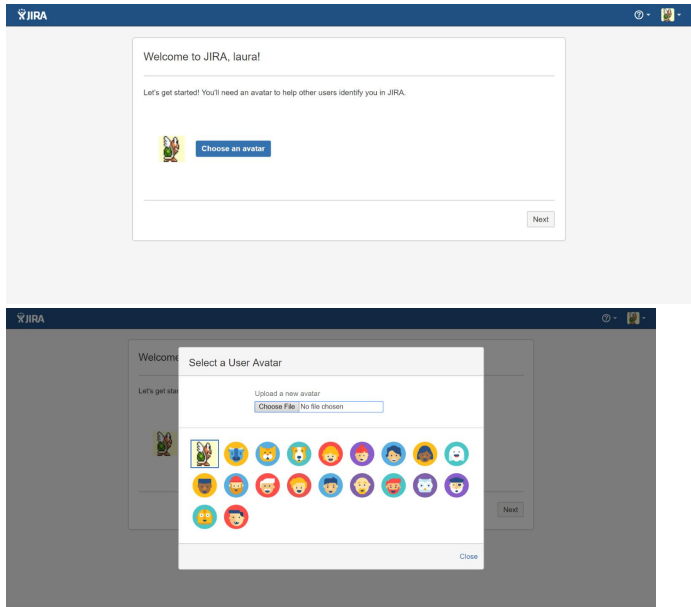


7. The following screens will walk you through an introduction to JIRA and setting up your account. Including:

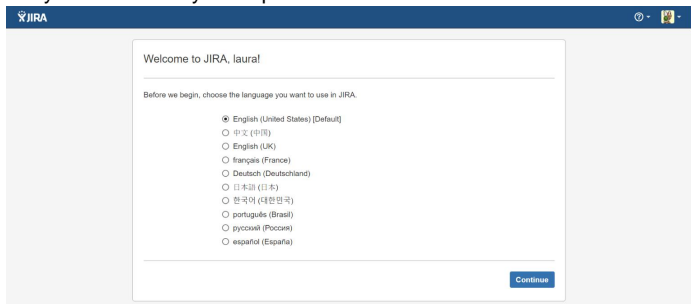
- Language selection:



- Avatar setup:



- And your introductory startup screen:

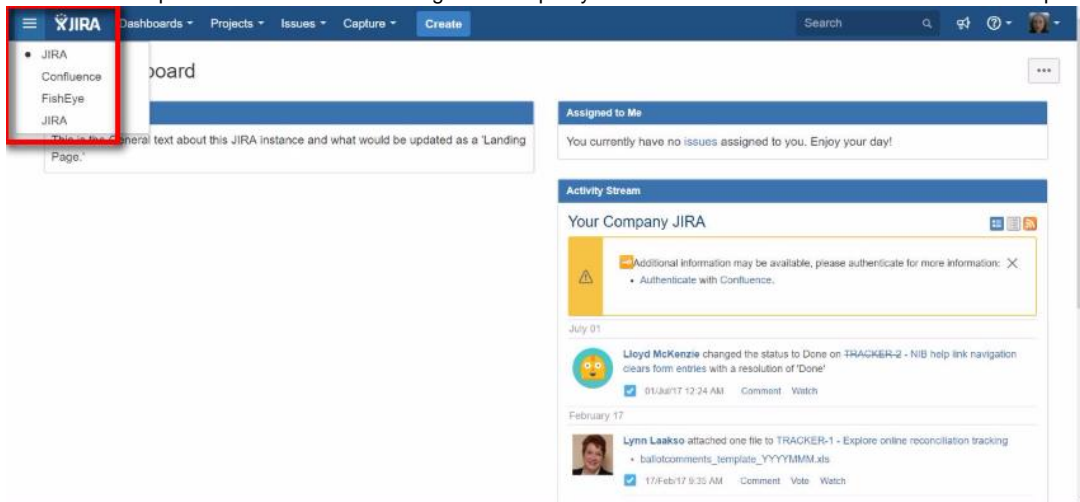


Account creation on Confluence

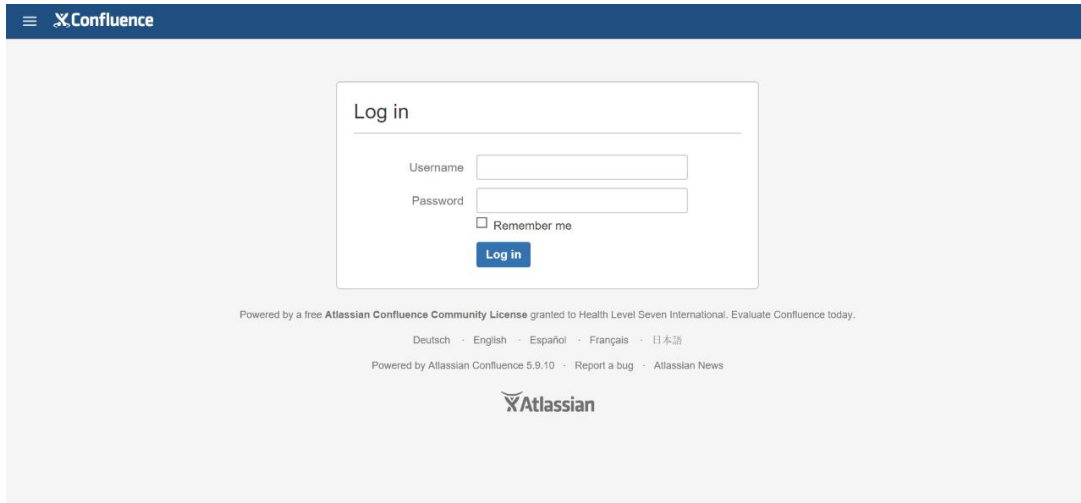
Once you have successfully created an account on JIRA, you should be able to now log into Confluence* using the same account credentials used in Step 3 above.

To access you Confluence account:

1. Click the menu option to the left of the JIRA logo at the top of your screen and select "Confluence" from the dropdown.

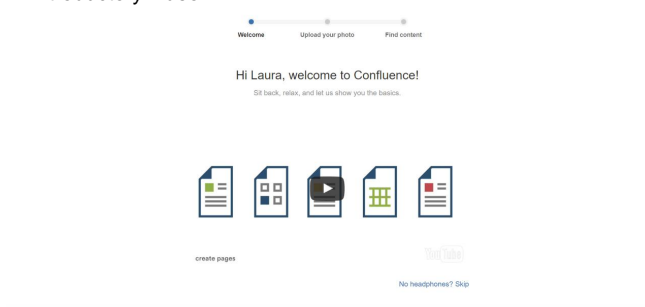


2. If prompted to log in, please provide the same login credentials you used when creating your JIRA account.

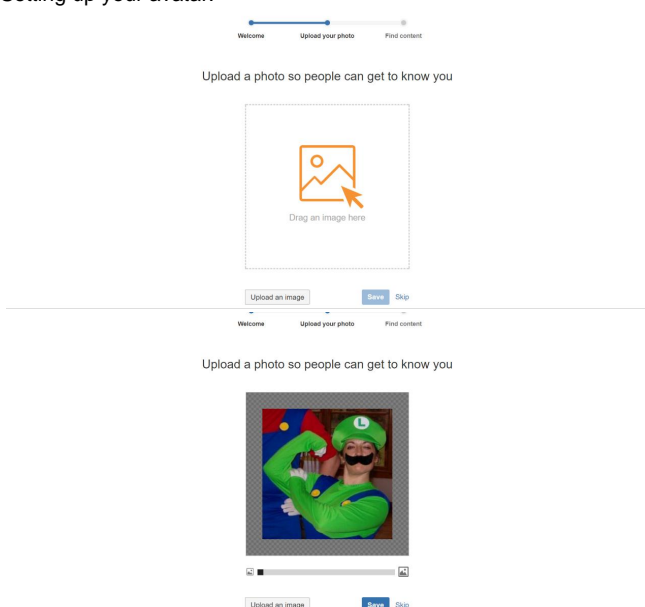


3. You will be provided with several introductory screens, including:

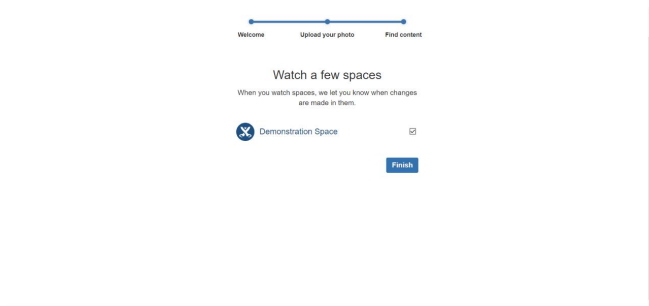
- An introductory video:



- Setting up your avatar:



- And prompts to watch various "spaces":



Select Finish and enjoy your new Confluence and JIRA accounts! We look forward to your contributions to HL7!

*Please note that some users have experience a delay in accessing Confluence after they've created their account on JIRA. Please allow a couple days for the Confluence profiles to activate before contacting administration with any issues with activating your Confluence account.

Permalinks Reference

Confluence: www.hl7.org/permalink?confluence

JIRA: www.hl7.org/permalink?jira

Related articles

- [How to create an account](#)