## Terms of use M365 environment for guests of the EUR

Date : 23 May 2023

Version : 1.0

Welcome to the Erasmus University Rotterdam environment.

You have been invited by an employee of Erasmus University Rotterdam to collaborate via the Microsoft 365 environment.

Do you already have your own Microsoft account? Then you can use this account to collaborate on the platform. If you don't have a Microsoft account, then you'll receive a one-time password with which you can log on to the platform.

Because you work in the environment of EUR, the <u>IT regulations</u> and <u>privacy statement</u> apply.

The Microsoft 365 environment of EUR is secured with Multi Factor Authentication. For this you need to log in with your username/password and an additional confirmation via the Microsoft authenticator app on your mobile phone.

Your access to EUR's Microsoft 365 environment ends when you haven't logged on to the environment for 90 days or when the person who invited you terminates your access.

Do you have questions? Please contact the IT Service Desk via the person who invited you on telephone number (010) 408 88 80 or by e-mail via <a href="mailto:it.servicedesk@eur.nl">it.servicedesk@eur.nl</a>

We wish you success in your collaboration.

