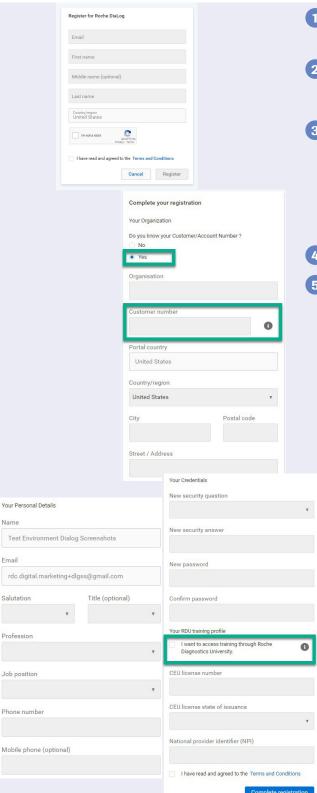


## Roche DiaLog Registration Quick Reference Card



Already have an Account?

Email

Password

Forgot password?

Log in

Don't have an account yet?

Register now

- 1 Navigate to the following web address: <a href="https://go.roche.com/dialogregistration">https://go.roche.com/dialogregistration</a>
- 2 Enter your **Email**, **First name**, and **Last name**, check both checkboxes (for *I'm not a robot* and *Terms and Conditions*) and click *Register*.
  - The success message displays, directing you to check your email.
- 3 In your email inbox, find the **Registration Confirmation** email from sender: **global.dialog-no-reply@roche.com**.
  - If you cannot locate the email in your inbox, be sure to check your SPAM folder or filter.
  - If you still cannot find it, check with your IT team to ensure you can receive messages from the sender above.
- 4 Access the hyperlink in the email to go to the **Registration** page.
- 5 On the *Registration* page, complete the information.
  - Select Yes under "Do you know your Customer/Account Number?" then enter your Organization name and your lab's Roche Customer Number.
    - If you do not know your Roche Customer Number, ask your Roche Sales representative for support *before* completing the registration page.
    - Note that if you've had prior Roche contact, your organization may populate for you. If it is incorrect, reach out to Roche sales.
    - Important: If a valid number is not captured during registration, you will not have access to Roche customer content or have a personalized experience tailored to your lab.
  - Enter the City, Postal code, and Street / Address for your lab.
  - · Your name and email address will auto-populate.
  - Select your Salutation, Profession, Job position, and enter your business Phone number.
  - Select a security question and provide the answer in the New security answer box.
  - Set a password and confirm your password in the designated fields.
    - Note the system has strict password requirements:
      - Contains minimum of 1 numeric character
      - Contains minimum of 1 alphabetical lowercase character
      - May only contain these special characters: + > < = ! # \$ % </li>
      - Must be between 8 and 20 characters

For access to RDU (the Roche learning system), check the check-box for I want to access training through Roche Diagnostics University.

- If applicable, enter your CEU license number, State, and/or NPI.
- Agree to the terms and conditions, then click *Complete registration*.
- 8 The system creates your account and redirects to the *DiaLog Login Page* (dialogportal.roche.com).
  - Enter your email and password and click Log in.

**IMPORTANT:** You will need to wait **one hour** after completing registration for courses (eLearning) in RDU to be available.

- Once logged in, you will see your available eService tiles.
  - Click Launch to open an existing eServices.
  - Click Request access to request an additional eService.

For registration support, contact diagnostics.roche@roche.com