



Step-by-step plan if you do not yet have an IAMconnected account

IMPORTANT: To switch to an IAMconnected account, you always need a PCS account.

- Go to pcs.portbase.com and click on 'PCS account' to log in with your PCS account
- After logging in, click on 'Link your PCS account to IAMconnected' in the left-hand menu to start the migration
- In the 'Switch to IAMconnected' screen, check the two options for switching:
 - **Option 1: Create an IAMconnected account**
 - **Option 2: Already have an account?**

Choose option 1:

- Click on 'Create an IAMconnected account' if you don't yet have an IAMconnected account.
*IMPORTANT: Enter your **personal** details.*
- Check your inbox for the e-mail address you provided and **click on the activation link in the e-mail** to activate your account. Choose a secure password.
- Click on 'Reset your password' to continue.

Two options:

- Option 1: Finish migration
- Option 2: Link to an organization

- Click on 'Finish migration'

In this case, you click on 'Finish migration' to migrate.

You now come to the 'Switch to IAMconnected' screen for the second time.

- In the 'Switch to IAMconnected' screen, check the two options for switching:
 - **Option 1: Create an IAMconnected account**
 - **Option 2: Already have an account?**

Choose option 2:

- Click on 'Already have an account?' if you already have an IAMconnected account but are not yet using it for the PCS.
- Click on 'Link your account details' to complete the migration.
- Click on 'Go to IAMconnected' and enter your business data.
*IMPORTANT: not your personal data, but **the data of the migrated company/organisation.***
- Click on 'Update' to save your business data.
- Within IAMconnected, click on the 'PCS' tile to proceed to the Port Community System.

From now on, you can log in via:

1. pcs.portbase.com
2. iamconnected.eu