Expert login to EESCP and Assessment Module

This page explains how external experts can sign in to the Erasmus+ and European Solidarity Corps platform (further called Single Entry Point) to access the Assessment module. In Assessment Module expert users have access to their assignments to assess applications and/or reports.

The access and rights depend on your user profile. To sign in as an expert user requires an EU Login account. If you have already logged in to one of the European Commissions sites requiring EU Login you will not need to sign in again when navigating to the Erasmus+ and European Solidarity Corps page. In this case please skip to step 5 on this page.

Prerequisites

- EU Login accounte
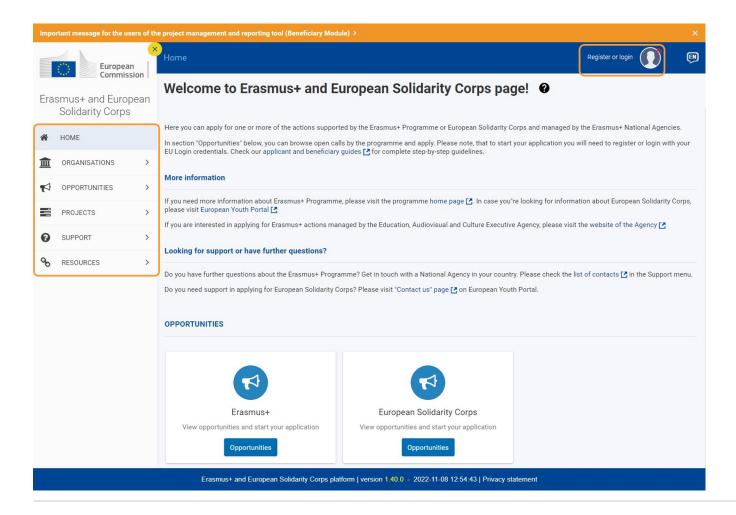- Expert user profile set up and configured by the National Agency

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Detailed Steps

1. Access the Erasmus+ and European Solidarity Corps platform (Single Entry Point)

Access the Single Entry Point via https://webgate.ec.europa.eu/erasmus-esc/

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2. Single Entry Point public access

You must sign in with you EU Login credentials in order to access Assessment module. You will recognise that you are not logged in, if the **Assessments** menu item is missing and your name is not indicated in the top bar.

3. Click on "Register or login"

Click on **Register or login** in the top bar.

4. Sign in with your EU Login account
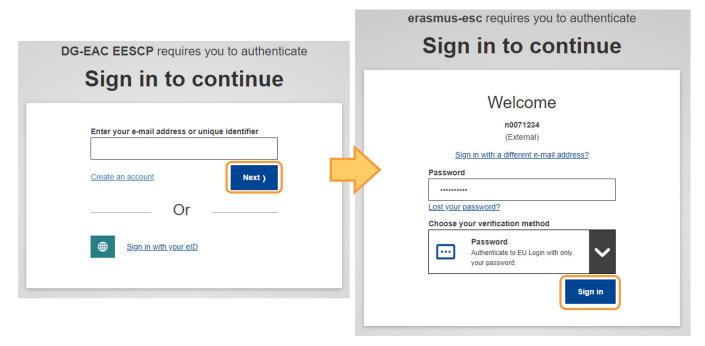
4.1. Provide EU Login credentials

You are prompted to sign in with your e-mail address and password. Provide the required credentials and click **Sign in**.

> ⓘ **Information**
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> Please note that 2-factor authentication is required to access certain European Commission services. For further details about EU Login with 2-factor authentication please see the page EU Login - European Commission Authentication Service.
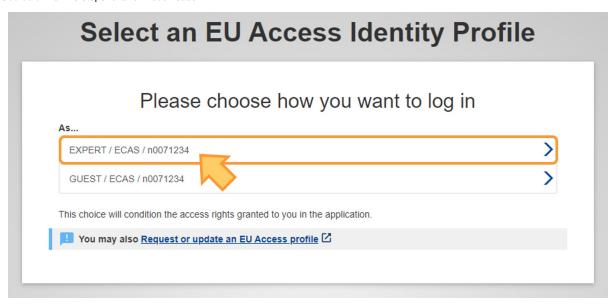
> ⊘ **Important**
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> Only one mobile device can be linked to one EU Login account.
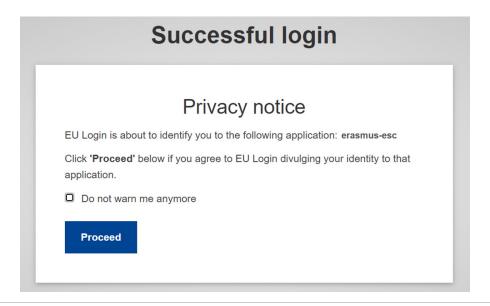
4.2. Select your "EU Access Identity Profile"

In the **Select an EU Access Identity Profile** window, confirm the profile you want to sign in with. For an Expert user the identity profile will display in the format **EXPERT / ECAS / username associated to your EU Login**. If you are associated to more than one NA, you will see multiple identity profiles, each profile having a different EU Login and username for each NA that you are working for.

Click on the desired profile to confirm the login. If instead of EXPERT/ECAS you only see the ECAS/GUEST option, your expert profile is not configured for the e-mail address used. See below for the steps to take in such case.

4.3. Read the Privacy notice an "Proceed"

If the Privacy notice is displayed, you must read and agree to it by clicking on **Proceed** if you wish to continue and sign in to the Erasmus+ and European Solidarity Corps platform.
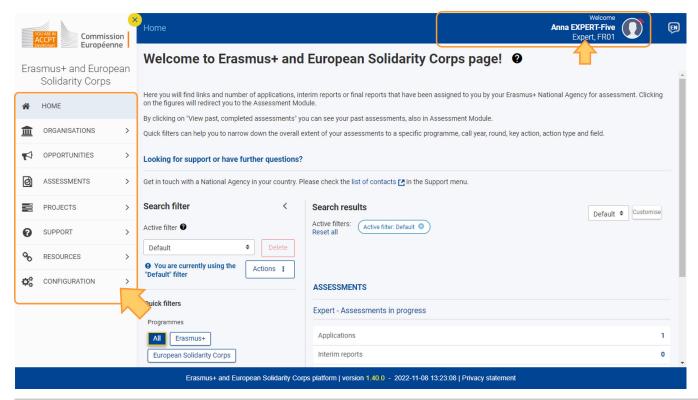
5. Single Entry Point opens with Expert rights

Single Entry Point opens again. Your account information is now displayed in the top right hand corner of the screen, showing your name, role and organisation (NA).

6. Available menu options for Experts

Menu items available to you in Single Entry Point after login are the public ones (Home, Organisations, Opportunities, Support and Resources), and now include the **Assessments**.

7. Access "Assessments" and select "My Assessments"

Access to Assessment module is only possible for Expert users with the correct profile configuration. To access the list of assessments assigned to you, select **Assessments** and then **My Assessments** from the main menu.

A new tab opens. You have to confirm your **EU Access Identity Profile** once more, confirming the login as **Expert**. If you only see the GUEST option to confirm your expert profile is not configured for the e-mail address used. See below for the steps to take in such case.

The **My Assessments** screen will open displaying your assigned assessments.

Expected Outcome

- You are logged in to Assessment module and have access to the assignments given to you by the National Agency.

FAQs

I do not know my EU Login password. What should I do?

If the National Agency created the EU Login on your behalf, you should have received an e-mail asking you to create your EU login password. A link is provided in the e-mail to create the password. This link is only valid for a limited amount of time. Click on the link and follow the onscreen instructions to create your EU login password.

If you missed the deadline you can request a password reset via EU Login under https://webgate.ec.europa.eu/cas/login. Alternatively open the Single Entry Point and click on **Register or sign in**. You will be prompted to sign in. After you provided your email address and clicked on continue, a message will display, informing you that you have to create your password.

Type the displayed **CAPTCHA code** and submit the request for a password. An e-mail will be sent to the email address registered for EU Login. In this email you find a link to create your password. Click on the link and follow the onscreen instructions to create your EU login password.

Once your password is created, you can sign in to the Single Entry Point and access Assessment module.
If you already had an EU login in the past and do not remember the password, open the Single Entry Point and click on **Register or sign in**. Alternatively use the EU Login page via https://webgate.ec.europa.eu/cas/login.

1. Click the **Forgot password?** link on the login page, after you entered your e-mail address.
2. Enter the **challenge code**.
3. Click on the **Get a password** button.
4. A **confirmation message** displays, informing you of the e-mail you will receive with a link to reset your password.
5. In the e-mail, click on the **link to reset your password**.
6. On the opened EU Login page, **enter your new password and confirm**.
7. Click the **Submit** button.
8. Once the password has been changed, click on the **Proceed** button to continue to sign in.
9. Another **confirmation message** displays after successful connection.

> ⚠️ **Take note**
>
> You cannot reset your password if your account is locked. This happens if too many incorrect passwords are entered in a row. You will not be able to log in or reset your password during this period. Wait 15 minutes until the account is automatically unlocked.

Once your password is created, you can sign in to the Single Entry Point and access Assessment module.

My EU Login password does not work. What should I do?

If your EU Login password does not work, request a new password.

1. Click the **Forgot password?** link on the login page, after you entered your e-mail address.
2. Enter the **challenge code**.
3. Click on the **Get a password** button.
4. A **confirmation message** displays, informing you of the e-mail you will receive with a link to reset your password.
5. In the e-mail, click on the **link to reset your password**.
6. On the opened EU Login page, **enter your new password and confirm**.
7. Click the **Submit** button.
8. Once the password has been changed, click on the **Proceed** button to continue to sign in.
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Once your password is created, you can sign in to the Single Entry Point and access Assessment module.

I am signed in to Single Entry Point, but do not have access to Assessment module/My Assessments. What should I do?

If you are signed in to Single Entry Point, please check if your user role displays under your name in the right top hand corner of your screen.

- If the Expert role displays, you should have access. Please contact the National Agency you are working for to check if your Expert Profile configuration is complete and correct. Provide the National Agency with the e-mail address you used to access the Single Entry Point.
- If the Expert role does not display first check if the e-mail address used is the correct one. If the e-mail is the correct one, contact the National Agency you are working for. Your expert profile configuration has to be checked. Provide the National Agency with the e-mail address you used to access the Single Entry Point/Assessment module.

I try to access "My Assessments", but it does not open. What should I do?

If you use the direct link to access My Assessments and My Assessments does not open, please try to sign in to the Erasmus+ and European Solidarity Corps platform using https://webgate.ec.europa.eu/erasmus-esc/home/.

If you are able to access the platform with your expert account, check in the main menu if you have access to Assessments and My Assessments and try to open Assessment module from there.

Under "My Assessments" I do not see my assignments. What should I do?

If you do not see any assignments in the **My Assessments** list, it could be that the National Agency has not yet assigned any projects to you to assess, edit or consolidate.

If you know assignments should be available, check the **Search filters**. You may, for example, have received assignments for European Solidarity Corps and therefore will not see them in the list with the Search filters set to Erasmus+. See My Assessments for details on the available filters under My Assessments.

If you still do not find the assignments, please contact your National Agency. Provide the National Agency with the e-mail address you used to access the Single Entry Point and/or Assessment module.

My "EU Access Identity Profile" does not show EXPERT / ECAS / myUUID. Instead I only see GUEST. What to do?

If you only see the GUEST option to confirm in the **Select your EU Access Identity Profile** window, your expert profile is not configured with the e-mail address used to sign in. Check that you used the correct e-mail address. If you used the correct e-mail address please contact your National Agency to check your expert profile. Provide the e-mail address you used.

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Related Articles

- Assignment ID
- Expert Assessment
- Expert Layout, menu items and navigation
- How to approve a consolidated assessment as expert
- How to complete a consolidation assignment
- How to complete an expert assignment
- How to submit the consolidated version of an assessment to the NA