

## Institutional Sign In Process – Conservatorio di Cesena

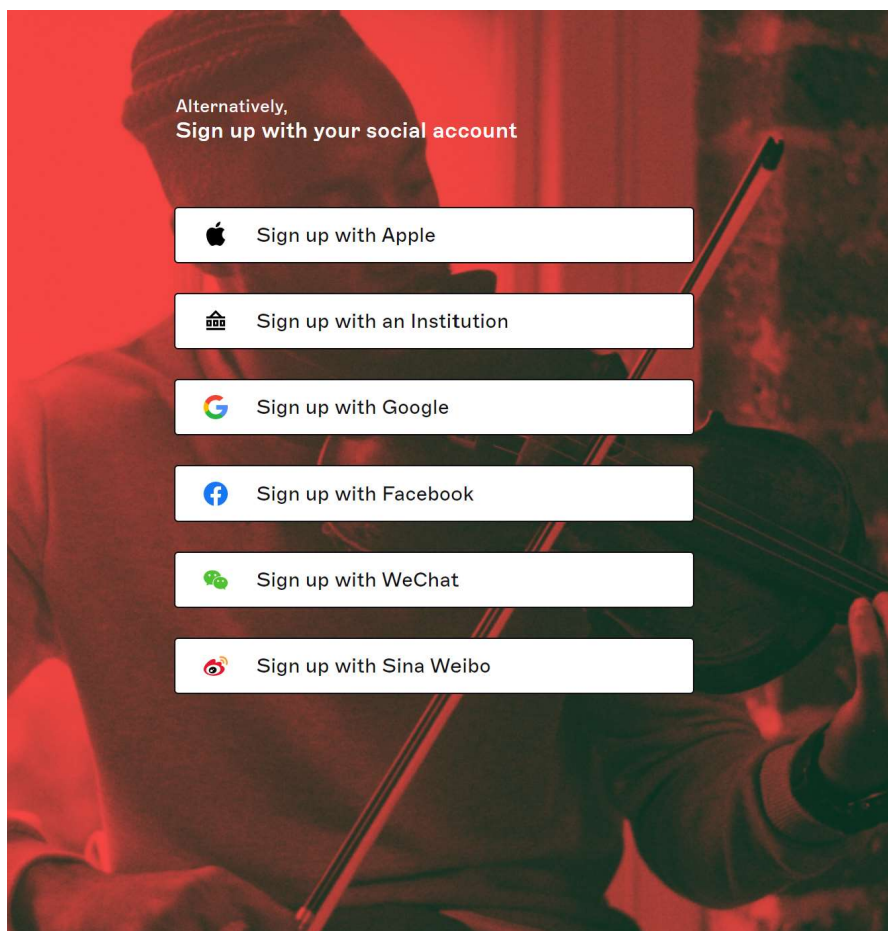
**NOTE: It's very important to follow each of the steps carefully, to ensure that you are signing in as a member of your institution.**

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1. Head over to [app.nkoda.com](http://app.nkoda.com), or download the nkoda app on your own personal device(s); use the relevant App Store links below to download the app:



2. Once you've opened the App, click Get Started, then select "Sign up with Google"





- 3.** You will then be prompted to 'Sign in'. At this point, enter your institutional email address and password - you must use your @consmaderna.org email address for this or you will not be authenticated.
  
- 4.** Following this, you'll be asked to create your nkoda account details (or login to link them up) – again, you should use your institutional email address for this.
  
- 5.** As a final step, you will be prompted to 'Continue as a member of the Conservatorio di Cesena'.
  
- 6.** Click yes and you'll be authenticated successfully! At the top of your screen, you will see banner letting you know that 'You are signed in as a member of Conservatorio di Cesena.' This means you have completed the process successfully!