

ACCESSING STANDARDS AUSTRALIA'S APPS HELP GUIDE

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1 Introduction

We have introduced a simpler, more seamless login experience for you to access our apps and to protect your data.

All users of Standards Australia's applications are required to use this log in process to access the following applications:

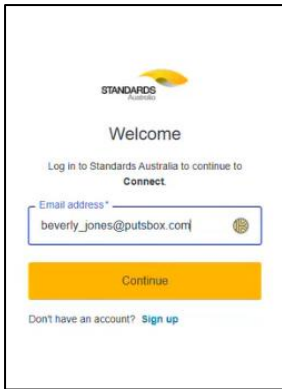
- Connect;
- Public Comment Portal;
- Standards Academy;
- Committee Workspace;
- International Participation Platform; and
- Project Proposal Portal.

NOTE Other applications may be added to this list as they are released for use.

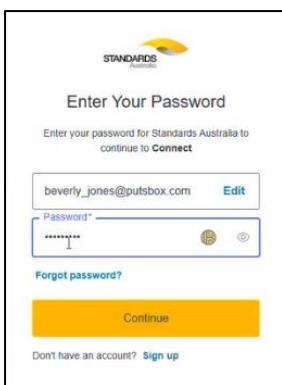
2 How to log in as a Committee Member

To log as a Committee Member.

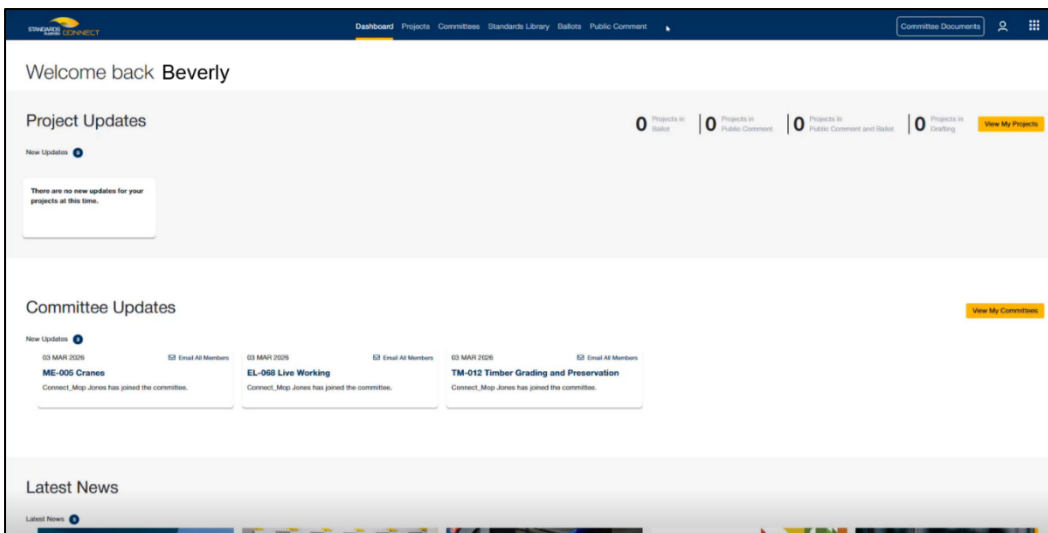
1. On the [Standards Australia website](#), click the **Committee Access** button on the top right-hand side.
2. From **Committee Access**, select a Standards Australia application, e.g. Connect.
The **Welcome** login window is displayed.
3. Enter your email address.




4. Click **Continue**.
5. Enter your password.




6. Click **Continue**.
The **Connect** 'Committee Member view' is displayed.



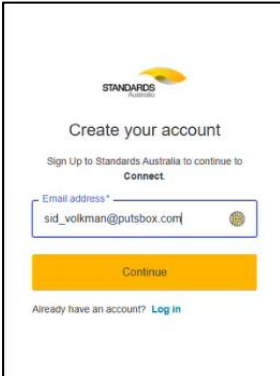
- a. There are no functionality changes within Standards Australia's apps, only the login validation process has been updated.
- b. Access via the App Launcher (), provides all existing functionality, with no changes.

3 How to create an account as a Member of the Public


To create an account as a member of the public to access Standards Australia's apps:

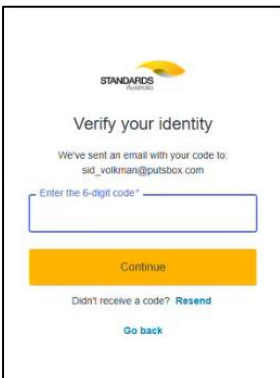
 There are no functionality changes within Standards Australia's apps for members of the public.

1. On the [Standards Australia website](#), click the 'Committee Access' button on the top right-hand side.
2. From **Committee Access**, select a Standards Australia application, e.g. Public Comment Portal. The **Create your account** window is displayed.
3. Enter your email address.

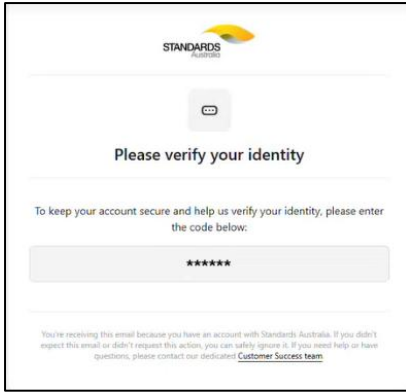


4. Click **Continue**.
The **Verify your identity** window is displayed.

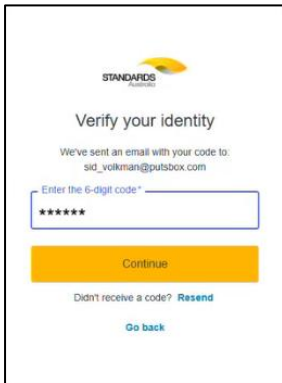
 To increase security, a verification step has been added.



5. Check your email.
You will receive an email with the **6-digit verification code**.

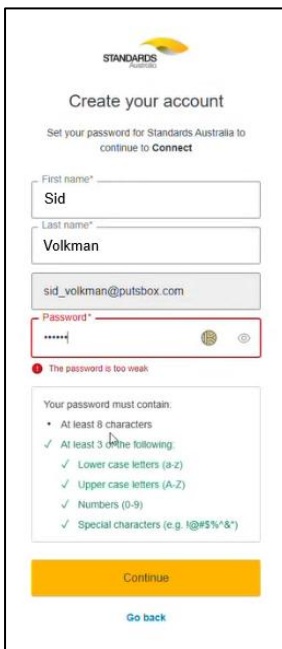


6. **Copy and paste** the code to verify your identity.



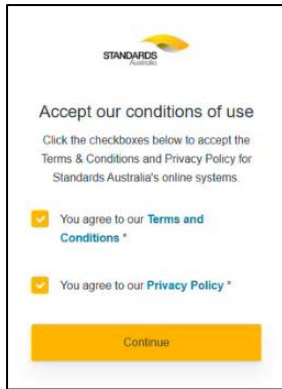
7. Click **Continue**.

8. Enter your **details** and create a **password** using the password requirements.



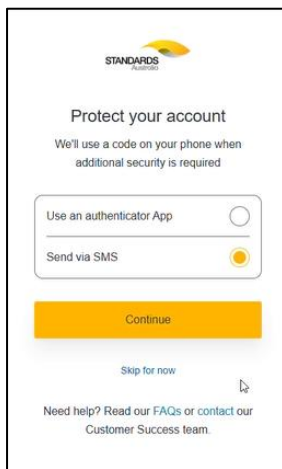
9. Click **Continue**.

10. Read the **conditions of use** and then check the boxes to accept.



11. Click **Continue**.

The **Protect your account** window is displayed. This window initiates the **Multi-factor Authentication (MFA)** security step.



3.1 What is Multi-factor Authentication?

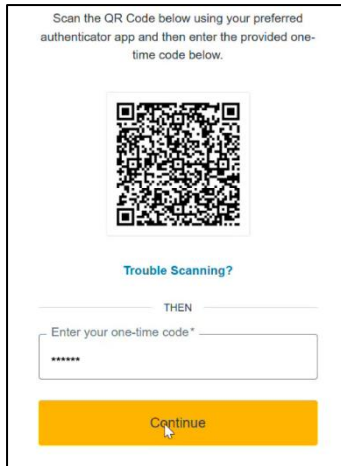
Multi-factor authentication is a security measure that requires two or more validations of identity to grant access (e.g., a password and a code via an authentication app). It is an effective way to increase protection for user accounts against common threats like phishing attacks, credential stuffing and account takeovers. MFA offers a significantly higher level of security and protection against criminals.

3.2 What options for MFA do I have?

3.2.1 Option 1: Using an Authenticator App

To use an Authenticator App:

1. On the **Protect your account** window, select **Use an Authenticator App**.
2. Click **Continue**.
3. Scan the **QR code** with the **Authenticator App** to receive a **one-time passcode (OTP)**.
4. Enter the **one-time code**.

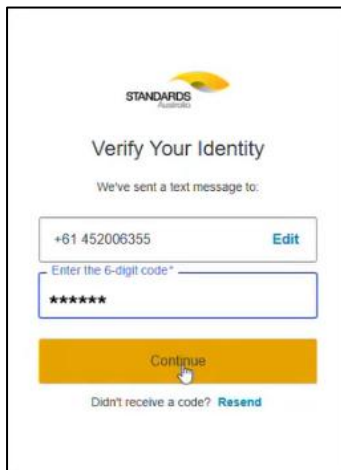


5. Click **Continue**.
The **Public Comment Portal** is displayed.

3.2.2 Option 2: Using Send via SMS

To use the code sent via SMS:

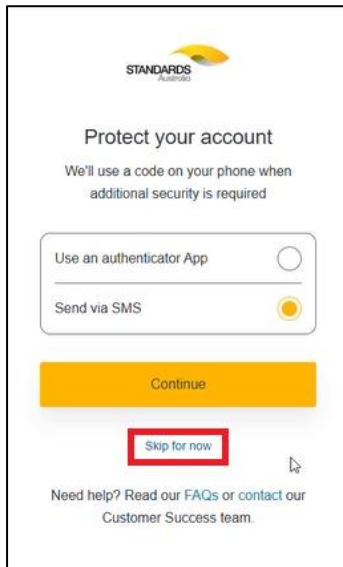
1. On the **Protect your account** window, the default option that is preselected is **Send via SMS**.
2. Click **Continue**.
3. On the **Verify your Identity** window, enter your phone number.
4. Click **Continue**.
The code is sent to your mobile device.
5. Enter the **6-digit code**.



6. Click **Continue**.
7. The **MFA verification process** is complete.
The **Public Comment Portal** is displayed.

3.2.3 Option 3: Skip for now

1. Select **Skip for now**, to bypass the MFA security level.



☐ MFA users are not prompted for their MFA credentials each time they log in. After the first login, they are only prompted when the system identifies something unusual; e.g., using a new device, logging in from a new location (impossible travel) or if it detects a potential risk.

DOCUMENT HISTORY

Date	Author	Version and Amendment Details
14/05/2026	Policy Team/GPMO	v1.0 – New document developed.