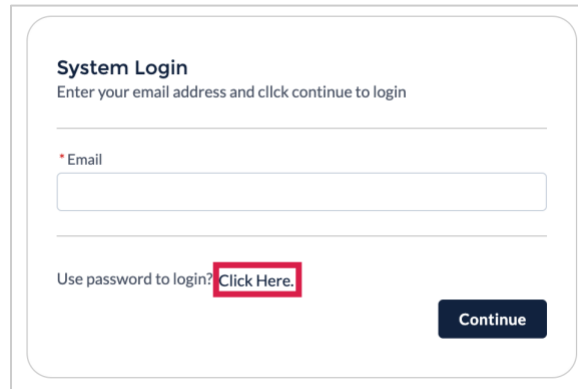


Setup Steps for Migrated Requester Portal Users

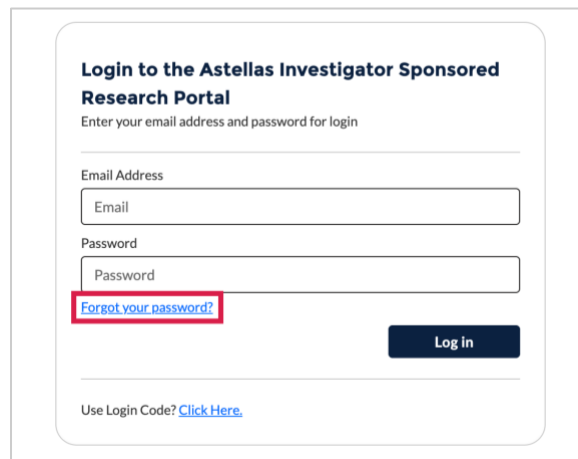
If you were already using the previous version of the Requester Portal, your account has been migrated to the new Requester Portal automatically. Migrated accounts are loaded without active passwords, so you will need to reset your password then verify your email. To complete setup steps:

1. Navigate to astellas-medical-domain.my.site.com/ISRRequesterPortal/s/
2. Click the **Click Here** link in the System Login section



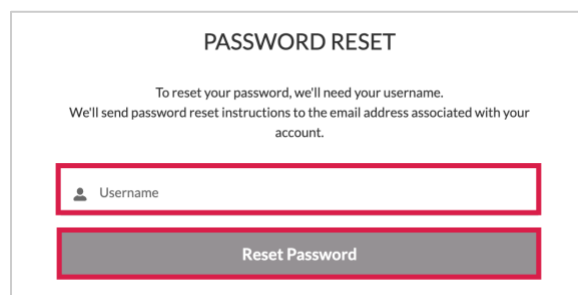
The 'System Login' form is titled 'System Login' with the instruction 'Enter your email address and click continue to login'. It features a single text input field labeled '* Email'. Below the field, there is a link 'Click Here.' highlighted with a red box, and a 'Continue' button.

3. Click **Forgot your password?**



The 'Login to the Astellas Investigator Sponsored Research Portal' form is titled 'Login to the Astellas Investigator Sponsored Research Portal' with the instruction 'Enter your email address and password for login'. It features two text input fields: 'Email Address' and 'Password'. Below the 'Password' field, there is a link 'Forgot your password?' highlighted with a red box, and a 'Log in' button.

4. Enter your Username (email you used to register for the previous version of the Requester Portal)

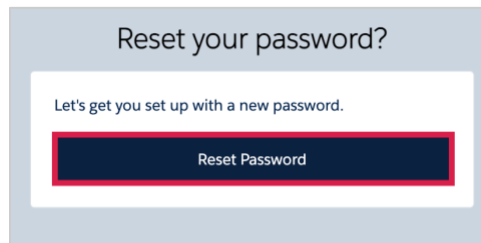


The 'PASSWORD RESET' form is titled 'PASSWORD RESET' with the instruction 'To reset your password, we'll need your username. We'll send password reset instructions to the email address associated with your account.' It features a single text input field labeled 'Username' with a user icon, and a 'Reset Password' button.

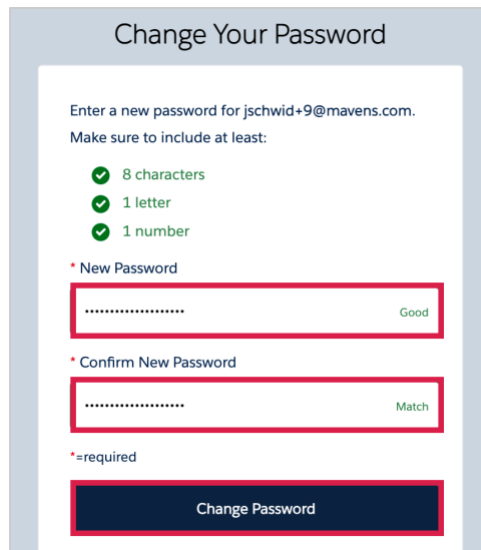
5. You will automatically receive an email titled **Astellas ISR Portal Reset Password**. Open the email, then click the link in the email



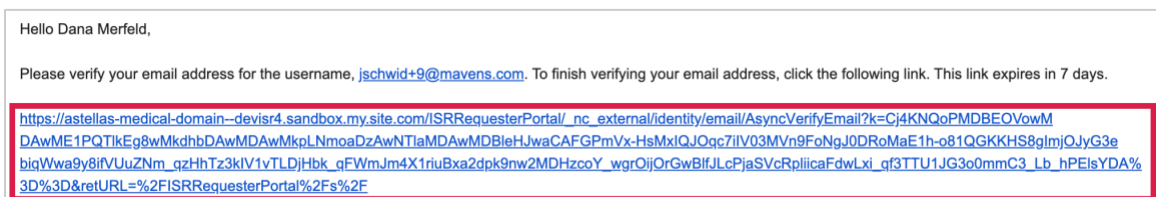
6. Click **Reset Password**



7. Enter a **New Password**
8. Enter the same Password in the **Confirm New Password** field below
9. Click **Change Password**



10. You will automatically receive an email titled **Verify your email address in Astellas ISR Requester Portal**. Open the email, then click the link to verify your email



Note: After you click the verification link you will be logged into Requester Portal and brought to the Home Page.