ExpoID Registration Manual

2025.5.21 Revised Version

Instructions

Please note that the screen images posted in this document may differ from the device you are using.

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1. Flow of Registration for an ExpoID



1.1 Flow of Registration for an ExpoID



Preparation

Please prepare •one email address/social media account

*For a smoother login process, we recommend that you use a personal email address.



1. Temporary Registration

Register temporarily with your email address or social media account such as LINE, Facebook, and Google.



You will receive an email with a link. You need to click it and register your profile. 3. First Login

You will need to set up an identity verification method the first time you log in.



Register for an ExpoID!

ExpoID Registration Site

You can also access the registration site from the QR code on the left.

1.2 ExpoID Registration Process (1/2)

Login / Registration Notifications

1. Visit the ExpoID registration site and click "Register for an account here".

 Please read the Terms of Service for the ExpoID and Privacy Policy, then click "I agree and wish to proceed".
 Enter your email address and touch "Send".

Temporary Registration

EXPO 2025

Registration

Enter your email address and press "send."

Click the URL in the email you receive to

register your ExpoID.

Please check to make sure you can

no-reply@accounts.expo2025.or.jp.

Send

receive emails from

Email Address Required

2025

Agree to the

Terms of Service

You must agree to the Terms of

Service to be granted an ExpoID. Please confirm you have read the

Terms of Service by scrolling all the

way to the bottom of the following body of text. If you agree, then plea

click "Lagree and wish to proceed."

Terms of Use for the ExpoID

nese Terms of Use for the ExpoID

Japan Association for the 2025 World

egarding the registration of, use of

handling of personal information in

connection to and other matters

pertaining to the account

(hereinafter "ExpoID") to be

registered by guests visiting or planning to visit the 2025 Work

(hereinafter "These Terms") by the

Exposition (hereinafter "This

Association") set forth basic terms

Article 1 (Purpose)

 Click on the URL in the email you received.

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[EXPO 2025] Your

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→
全員に返信

ExpoID Registration Link

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Japan Association fo... 20:44 🙂

xpo2025iapan.ictpf+k...

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and hold the link and select either "Open Link" o

pires in 12 hours. If that time passes, w

ome, Safari, Edg

loen in Browser" from the menu that appear:

New registration using a social media account

Registration Registration Super reflection there early any constrained to the set of t When you want to register a social media account, please scroll down to the bottom of the new registration page.

You can go through the registration process for an ExpoID using your social media account.



- Enter basic information such as a ExpoID^{*}, password and name on the profile entry screen.
- 6. After entering the information, touch "Confirm" to register the information.

XYou can set up an ExpoID by yourself. For enhanced security, please refrain from setting values in the ExpoID field that could identify your personal data, such as your email address..

1.2 ExpoID Registration Process (2/2)



2. Types and Features of Identity Verification Methods



2.1 Types and Features of Identity Verification Methods (1/3)

The ExpoID site offers 3 methods of identity verification for increased security and convenience. Please select and set an identity verification method from the following options. Please refer to the following pages for the features and security of each method.

① Authentication by Email



[Features]

A one-time password will be sent to the email address registered to your ExpoID, so you can easily set it up. Each time you log in, you will be sent a different password, and it is only valid for 5 minutes. Therefore, security is also ensured.

[Recommended for]

-People who are not good at operating smartphones or do not have smartphones. -People who use multiple devices such as

smartphones and PCs. For details about setting up, refer to "2.2-A:

Authentication by Email"

② Biometric and Passcode Authentication, etc.



[Features]

You can easily set it up using the screen unlock function on your smartphone. The devices on which you can login with your ExpoID is limited. Thus, this method achieves the highest level of security to prevent third person from illegally logging in with your ExpoID from other smartphones.

[Recommended for]

- -People who have already set up screen unlock.
- -People who are concerned about security. For details about setting up, please refer to

"<u>2.2-B: Biometric Authentication and</u> <u>Passcode</u>".

③ Authentication by App



[Features]

Download a one-time password authentication app and enter the password that appears in the authentication app every time you log in.

It provides a high level of security because the password is changed every 30 seconds.

[Recommended for]

-People who do not use the screen unlock function.

-People who use multiple devices such as smartphones and PCs.

For details about setting up, please refer to "2.2-C: Authentication by App".

2.1 Types and Features of Identity Verification Methods (3/3)

① Authentication by Email

It is similar to the one-time password authentication (app), but the one-time password will be sent to the email address registered to your ExpoID. Therefore, you do not need to download an authentication app. The password is only valid for 5 minutes.



[Recommended for]

- People who are not good at using smartphones or do not have them

It is recommended for those who find it difficult to use biometric and passcode authentication or do not have a smartphone.

- People who use multiple devices such as smartphones and PCs

Since there are no limits to the number of devices that can be used to log in to the ExpoID, you can log in to the Expo ID on multiple devices such as smartphones and PCs.

2.1 Types and Features of identity Verification Methods (2/3)

3 Biometric and Passcode Authentication, etc.

What is biometric and passcode authentication, etc.?

Smartphones and PCs have a function to lock their screen to prevent others from using them without permission. Biometric and passcode authentication are methods of unlocking the screen. It can be easily set from the "settings" menu of your device. There are methods such as fingerprint, passcode, pattern, etc.

Why is "biometric and passcode authentication etc." secure?

If you set up identity verification such as biometric and passcode authentication, you can only log in on the smartphone or PC on which the identity verification method is set. This prevents a third person from illegally logging in with your ExpoID from another device.



[Recommended for]

People who have already set up screen unlock

If you usually use screen unlock functions such as biometric authentication or passcode authentication, you do not need to set up any new apps, so you can use it smoothly.

People who are usually concerned about security

Since it enables the screen unlock function of your smartphone or PC, it will prevent unauthorised use of your smartphone or PC by a third party.



For how to set it up, refer to " 2.2-B: Biometric Authentication and Passcode ."

ExpoID Registration Manual

2.1 Types and Features of Identity Verification Methods (3/3)

③ Authentication by App

One-time password authentication is a method that involves downloading an authentication app to your smartphone and using a disposable password generated by the app. The one-time password is disposable and will be invalid the next time you log in. Even if someone steals it, the password changes every 30 seconds and will expire in a short time.



[Recommended for]

- People who cannot or do not want to use screen lock functions

Since you use an authentication app, you do not need to set up screen lock on your smartphone or PC.

- People who use multiple devices such as smartphones and PCs

Since the device that can log in to the ExpoID is not limited, you can log in to the Expo ID on multiple devices such as smartphones and PCs.

For how to set it up, refer to "<u>2.2-C: Using Authentication by App</u>".

2.2-A: Authentication by Email

This is a method for verifying your identity using the one-time password sent to the email address you registered with your ExpoID.

Please check that you can receive emails from "no-reply@accounts.expo2025.or.jp".



- 1. Access the login screen and enter your registered ExpoID and password to log in.
- **Settings for Identity Verification Methods** You will need to select your desired identity verification method when you login. There are three different methods available, so please use whichever one is available to you. (Please click here 🖸 🜔 for a more detailed explanation.) ____ 1. Authentication by email How to enter a password emailed to your regi email address each time you login. This login method is recommended for thos wishing to login via multiple devices (smartphone or PC). 2. Biometric and passcode 6 authentication, etc. How to register your daily use device's registered unlocking feature (biometrics, PIN, etc.). *This is a secure method as it is limited to the smart device you use to login. 3. Authentication by app 6 How to download a one-time password authentication app and enter the password
- 2. Tap " Authentication by email" on the Identify Verification Settings page.



- 3. Please check the sixdigit number in the email sent to the email address you registered with your ExpoID.
- 4. Enter the six-digit number you received and click the "Register" button.

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Register an email for

authentication

Please check the one-time password that was sent

to your email address.

Enter the one-time password and select "register'

within the validity period listed in the email.

Register

Cancel

Resence

6

Email address:

One-time Password Required

0

Didn't receive an email?

2.2-A: Authentication by Email

Please refer to the instructions for the frequently asked questions listed below.



If you tap the "resend" button and receive multiple one-time password emails, please enter the one-time password from the most recent email.

EXPO 2025
Register an email for
authentication
Please check the one-time password that was sent to your email address. Enter the one-time password and select "register" within the validity period listed in the email.
Email address:
One-time Password Required
Register
Cancel
Didn't receive an email? <u>Resend</u>

Do I need to enter a one-

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?

You need to enter a one-time password each time you log in.

Please enter the one-time password sent to the email address you registered with your ExpoID.



If you enter the wrong number multiple times, your account will be locked, and you cannot log in even if you enter the correct number.

Please wait a while and try logging in again.



- 1. Select a supported browser, such as Safari
- Login / Registration Justifications Expelo Password Show Password
- 2. Access the login screen and enter your ExpoID and password to log in.



3. Select "Biometric and Passcode Authentication, etc."



5. Click the "Continue" button.



- 6. Use your usual screen unlocking method.
- * The example image shows the passcode method.

[If you get an error]



On iPhone, the supported browsers are Google Chrome, Microsoft Edge and Safari. For details, please check "<u>Check if Using a Supported</u>

Browser".

If an error occurs, as shown in the image on the left, check your device settings. See the next page of this document for detail. If you cannot verify your identity using biometric authentication or passcode, see <u>"2.2-A:</u> <u>Authentication by Email</u>" or <u>"2.2-C:</u> <u>Authentication by App</u>".



• Please perform fingerprint authentication as you usually do to unlock the screen.



 Click "Continue" to perform face recognition as you usually do to unlock the screen.

ExpoID Registration Manual

Check device settings for identity verification

Check your Face ID or Touch ID settings for identity verification on your iPhone and iPad. If "Turn off passcode" is displayed, then the passcode setting is complete.

		Set a	a passcode		
	No SIM � 15:15 ■ Settings	Safari 13:30 Settings Touch ID & Passcode	● Sartari 📚 13:30	▲ Safari: के 13:30 ा	No SIM 🗢 15:20 🖿
Calendar Secondar Photos Camera	General >	@	Set Passcode Cancel	Set Passcode Cancel	@
	Control Center	USE TOUCH ID FOR:			LISE TOLICH ID FOR-
Clock Reminders App Store Wallet	Display & Brightness	iPhone Unlock	Enter your new passcode	Verify your new passcode	iPhone Unlock
G O O 🗡	Home Screen & App Library	iTunes & App Store	000000	000000	iTunes & App Store
Google Chrome FreeOTP Authenticator	Accessibility	Wallet & Apple Pay			Wallet & Apple Pay
	🛞 Wallpaper >	Password AutoFill			Password AutoFill
	StandBy	FINGERPRINTS			
	Siri & Search >	Add a Fingerprint	Passcode Options		FINGERPRINTS
	Touch ID & Passcode				Add a Fingerprint
	SOS Emergency SOS	Stolen Device Protection Off >			Turn Passcode Off
	Exposure Notifications	Stolen Device Protection is only available when Touch ID is set up.			Change Passcode
	Battery >	Turn Passcode On			
	🕐 Privacy & Security	Change Passcode			Require Passcode Immediately >
1. Click on "Settings".	 From the settings 3 menu, select "Touch ID & Passcode"* 	B. Click "Turn on Passcode"	 Enter any value that 5 asks you to set a passcode. 	. Re-enter the value entered in step 5 for confirmation.	6. Make sure it is set to "Turn off passcode"

* It may also be displayed as "Face ID and Passcode".

**** ||||



Check device settings for identity verification

If you are using an iPhone or iPad, please check the following settings.

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* There may be two locations as shown in the figure.

If you get an error in verifying your identity despite setting up your iPhone, there is a possibility that it is a problem specific to your device. We apologize for the inconvenience, but please contact Apple or the support desk of the store where you purchased it or try "2.2-A: Authentication by Email" or "2.2-C: Authentication by App".

ExpoID Registration Manual

Check if Using a Supported Browser

Google Chrome, Safari, and Microsoft Edge (Chromium version) are the supported browsers for accessing the ExpoID registration site. If you access the ExpoID registration site with an unsupported browser, the system may not operate correctly.

Supported Browsers

- Google Chrome
- Microsoft Edge
- Safari

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Examples of Unsupported Browsers

- Google
- Yahoo!

*Errors may occur if you visit our site using an unsupported browser.



2.2-B: Biometric Authentication and Passcode <Android>

EXPO 2025

unlocking feature (biom

ted by the

e method as it is limited

and Passcode



1. Select a supported browser, such as Google Chrome.

[If you get an error]

computers:

There is a possibility that that you haven't verified your identity or the device you're currently using. Please refer to the 'Logging in via

EXPO 2025 Login / Registration Notifications Expol Passwo Show Password Forgot ExpoID Forgot Password

2. Access the Expo registration site and enter your ExpoID and password.



- 3. Select "Biometric Authentication, etc."
 - * The example image shows the passcode method. .

Verify Identity Error Chrome, and Microsoft Edge. Please press "Go Back" and try once again There is a possibility the broswe you're using isn't supported. Please confirm that you are usine supported browser Supported Browsers: - Google Chrome Safari Microsoft Edge *Google, Yahoo!, and other apps are not supported. Please refer to the "Getting Started Authentication by App." section of the ExpoID Registration Manual for information on how to check your browser. For those wishing to login via multiple smartphone devices or

On Android, the supported browsers are Google For details, please refer to "Check if Using a Supported Browser" on the next page. If you cannot verify your identity using biometric authentication or passcode, see "2.2-A: Authentication by Email" or "2.2-C:



If an error occurs as shown in the figure on the left, you may already set up an identity verification method on another device. Please log in with the registered device.

This error occurs when you change the model of your smartphone or delete the screen unlock function after setting the identity verification method.

We apologize for the inconvenience, but please reset the identity verification method and set up identity verification again.

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- 4. Use your usual screen unlocking method.

2.2-B: Biometric Authentication and Passcode <Android>

Check device settings for identity verification

Android users need to enable the screen lock function such as Pattern, PIN, Password and fingerprint. *Please note that the screen image may differ depending on the device you are using.



menu.

set to "None" or

"Swipe", tap "Screen Lock".

For patterns, PINs, and passwords

* * *



For fingerprint authentication

2.2-B: Biometric Authentication and Passcode <Android>

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Check if Using a Supported Browser

Google Chrome, Safari, and Microsoft Edge (Chromium version) are the supported browsers for accessing the ExpoID registration site. If you access the ExpoID registration site with a unsupported browser, the system may not operate correctly.



2.2-B: Biometric Authentication and Passcode <Windows PC>

Check device settings for identity verification

If you want to use biometric authentication and passcode on a Windows PC, you need to set up Windows Hello. The following procedure will guide you on how to set up using a PIN.



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1. Click "Settings"



4. Select "Setup"

Settings		
8	Accounts	
Find a setting Q	Account settings	
A Home	8 Your info Profile photo	>
System Bluetooth & devices	Sign-in options Windows Hello, security key, password, dynamic lock	>
 Network & internet Personalisation 	Email & accounts Accounts used by email, calendar, and contacts	>
Apps	Family Manage your family group, edit account types and device permissions	>
 Time & language Gaming 	Windows back up Back up your fles, apps, preferences to restore them across devices	>
★ Accessibility ● Privacy & security	Other users Device access, work or school users, kiask assigned access	>

2. Select "Account" and then "Sign-in Options"

Set up	o a PIN
Create a easier to	PIN to use in place of passwords. Having a PIN makes it o sign in to your device, apps, and services.
ų.	New PIN
	Confirm PIN
	Include letters and symbols

5. Enter any number in the "New PIN" field, then re-enter the value in "Confirm PIN" and click "OK"



3. Select PIN (Windows Hello)

Let's log in on the next page! If you have questions about Windows Hello, check out Microsoft Support from below link.

Windows sign-in options and account protection



2.2-B: Biometric Authentication and Passcode <Windows PC>



6. Enter your ExpoID and password.

7. Select "Biometric and Passcode Authentication, etc."

8. Enter the PIN you set on the previous page.

9. If the "Passkey saved" screen is displayed, click "OK".



2.2-C: Authentication by App

This is a method for verifying your identity using the one-time password displayed in an authentication application such as "Google Authenticator" or "Free OTP".

This section will show you how to register using Google Authenticator as an example.



2.2-C: Authentication by App



7. Enter the following and tap the "Add" button.Account: Enter any value.Key: Paste the key copied in step 5

- 8. Remember the numbers displayed in the authentication application and return to the ExpoID registration site.
- 9. Enter the six-digit number that you memorized in the "One-time Password" field and click the "Register" button.

How to switch between the authentication application and the ExpoID registration site screen

Please follow the instructions below on how to switch between the authentication application and the ExpoID registration site screen.

iPhone

Android



- 1. Swipe left to view the tabs in one of the following ways:
- If there is a Home button: press the Home button twice.
- If there is no Home button: swipe up to see apps.

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1. Press the square button and

swipe left.



2. Tap the ExpoID registration site on the screen.



site on the screen.

ExpoID Registration Manual

2.3 Setting Up a Supported Browser (iPhone)

If you encounter an error during the identity verification process when clicking on a URL in Yahoo! Mail or Gmail, it may be because you are using an unsupported browser. Please be sure to use one of the following browsers to access the ExpoID registration site: Google Chrome, Safari, and Microsoft Edge (Chromium version).

(1) Press and hold the URL to open it in a supported browser.

If you are unable to verify your identity even after using the methods below, or if you want to set your mobile device to open URLs with a supported browser by default in the future, please follow the steps below.



1. Tap and hold the URL.



2. Tap "Open Link" to open the website in Safari.

(2) Make sure that you can open URLs in a supported browser.

Please confirm that you can open URLs in a supported browser (Google Chrome, Microsoft Edge, Safari) and verify your identity.



ExpoID Registration Manual

2.3 Setting Up a Supported Browser (iPhone)

Please follow the steps below to open URLs in a supported browser (Safari) to access websites by setting it as the default browser.

(3) Gmail



1. Tap the navigation menu icon in the Gmail app.

2. Tap "Settings".

3. Scroll down in the settings and tap on "Default apps."

4. Check the "Default browser app."

2.3 Setting Up a Supported Browser (Android)

If you encounter an error during the identity verification process when clicking on a URL in Yahoo! Mail or Gmail, it may be because you are using an unsupported browser. Please be sure to use one of the following browsers to access the ExpoID registration site: Google Chrome, Safari, and Microsoft Edge (Chronium version).

(1) Press and hold the URL to open it in a supported browser.

If you are unable to verify your identity even after using the methods below, or if you want to set your mobile device to open URLs with a supported browser by default in the future, please follow the steps below.



(2) Make sure that you can open URLs in a supported browser.

Please confirm that you can open URLs in a supported browser (Google Chrome, Microsoft Edge) and verify your identity.



ExpoID Registration Manual

2.3 Setting Up a Supported Browser (Android)

To open a URL in a supported browser (Chrome) when clicking on it in the Gmail app or other email apps, you need to configure both your smartphone and email app settings.

After setting Chrome as the default browser, please also check your email app settings.



ExpoID Registration Manual

2.3 Setting Up a Supported Browser (Android)

Follow the steps below to configure Gmail to open URLs in the supported browser when you click on a URL in the Gmail app.

(4) Gmail



3. For Those Who Log in with Two or More Smartphones or PCs



3. For Those Who Log in with Two or More Smartphones or PCs

If you have set up your identity verification method with biometric authentication or passcode when you log in for the first time, please add one-time password authentication from the ExpoID menu.



authentication (email)"

3. For Those Who Log in with Two or More Smartphones or PCs

If you have already set up authentication by app or email, you can log in to your ExpoID in the same way as a normal login on a smartphone, PC, or other device where you want to use a new Expo ID.



1. Log in to your Expo ID

email Please check the one-time password that was sent to your email address. Enter the one-time password and select "Verify" within the validity period listed in the email. ExpoID Email address: One-time Password Required ____ 6 Verif Didn't receive an email?Resend Click here to reset your Identity Verification . 2. Enter the number displayed in the authenticator app or email and select the "Verify" button.

I can't find One-time password authentication in identity verification. What should I do?

If you have set up biometric authentication and passcode settings and one-time password authentication, the biometric authentication and passcode will be displayed first. On the identity verification screen, select "Change your identity verification method" and select the one-time password authentication.



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4. Information about the FAQ site

For other frequently asked questions about ExpoID, please check the <u>FAQ</u>.

You can also access the FAQ site by scanning the QR code on the left.

