How to connect to Mina

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Process to connect to Mina (with the new 2-step authentication)

Since the new 2-step authentication, you'll need to connect to a new link first.

Link: https://lauth1.europarl.europa.eu/PortalMain

You'll get this page:

Network Access Service To proceed, please authenticate below. Access Code:	
 Physical token: 4-Digit PIN followed by the 6-digit token code. SMS token: PIN code and follow the instructions on the next page. 	e
Username	
Access code	
Log In	

Username = 1st field = your Windows username (linc- account) Access code = 2nd field = your pin code | physical token

Authentica	ation Challenge
//	
Wait for token	to change, then enter the new
tokencode:	
The server req	uires that you enter an additional
token code to valid.	verify that your credentials are
To continue, er	nter the token code received by
SMS or wait fo	r the token code to change on
your physical t	oken and enter the new code in
the field below	<i>I.</i>
Response	
	Submit Restart

Insert the pin you've received on your phone

Once inserted the code you received, you'll arrive on this page:



DO <u>NOT CLICK</u> ON "Log Out" ! Otherwise, you won't be able to have access and will have to do the whole step since the beginning.

In the <u>SAME</u> browser (= create a new tab or a new windows), use the DG-LINC Connection Page: <u>http://www.linc.europarl.europa.eu/</u>



You'll arrive on this webpage:

European Parliament / Extranet
Welcome to the Extranet of the European Parliament. To proceed, please authenticate below.
Username
Enter your Username here
Token Code
Use one of the following options: \searrow
🗩 Physical token: 4-digit PIN + 6-digit token code
Or
$\hfill\square$ SMS token: 4-digit PIN (and follow instructions on the next page)
Enter your Token Code here
Sign In

Username = 1st field = your Windows username (linc- account) Field "Enter Your Token Code here" = 2nd field = your pin code | physical token

Next Token Mode

The server requires that you enter an additional token code to verify your credentials are valid.

If you have a physical token, wait for the token code to change and enter the new code in the SecurID Token Code field.

If you have an SMS token, enter the token code received by SMS.

SecurID Token Code:

nter	Cancel	
		Insert your token code
Eur A	opean Parliament	ication Service
		SIGN IN
h	ser name	
Pa	assword	
		LOG IN
		٢
(This authentication service is for Members and staff of the European Parliament. For public information, visit our

1st field = Your Username = Your Windows account = Your linc-account **2nd field = Your Password =** Your Windows password



Then you'll arrive on Mina

Troubleshoot (several issues answered. Take a look if you're struggling)

Question: "I'm getting a screen saying 'You currently have opened user sessions, you may close the sessions by selecting them before you continue" (see below):

Europ	ean Parliar	nent /	Extranet
Welcome to the	Extranet of the Eur	opean Parli	ament.
'You currently have opened user sessions , you may close the sessions by selecting them before you continue			
Login IP Address	Login Time	Idle Time	Browser
	03/23/2021 09:21:33	0:02:48	Windows 10 Google Chrome
Continue	ancel		

<u>Answer:</u> it's because you already have a session opened on another device/browser. You can click on "Continue" and you'll arrive on the page asking your Windows credentials.

Question: "I'm getting a page saying "404 error - This page doesn't exist" when I try to reach Mina through the DG Linc connection page but I've a web connection, I can reach google/send mails and so on. Why ?"



<u>Answer:</u> If you have an error like this, it mostly due to the fact you didn't use the new 2-step authentication. See the whole process for it.

Question: "I'm getting some trouble to connect even if I did the whole process"

Answer: There're few things you can do in case this happen.

- Clear your browser cache
- Try on another browser
- Try on another device

Clear cache on PC

To clear cache on FireFox:

	Click on the Menu	
	Content Blocking Custom	
	New Window Ctrl+N New Private Window Ctrl+Shift+P	
	Zoom - 100% + 2	
	Edit 🔏 🕒 🖨	
	Library >	
	Options Customize	
	Open File Ctrl+0	
	Select Options	
Privacy & Security	Cookies and Site Data	
	four stored cookies, site data, and cache are currently using 129 MB of the space. Learn more	of C <u>l</u> ear Data <u>M</u> anage Data
[Delete cookies and site data when Firefox is closed	Manage Permissions

In the "Privacy & Security" tab, you can tick "Delete cookies and site data when Firefox is closed" (--> Everytime you close FireFox, it'll automatically clear the data & cookies). Click on "Clear Data..."



Tick the 2 boxes and click "Clear". Then restart your browser once it's done.

To clear cache on Chrome:

		\$	8	:	
New tab			Ctrl+T		
New window			Ctrl+N		
New incognito	window	Ctrl+	Shift+N		
History				Þ	
Downloads			Ctrl+J		
Bookmarks				۲I	
Zoom -	- 100%		53		
Print			Ctrl+P		
Cast					
Find			Ctrl+F		
More tools					Save page as
Edit	Cut	Сору	Paste	•	Create shortcut
Settings					Clear browsing data
Help				•	Extensions
Exit					Task manager
					Developer tools

Click on the 3 dots "..." -> Select "More tools" --> Click on "Clear browsing data..."



By default, the time range is "Last hour". Select "All time" and tick all boxes ("Browsing history", ...) if it's not the case then click on "Clear data". Restart your browser once it's done.

To clear cache on Edge:				_
		☆ • •		~~~
		New tab	Ctrl+T	. 0
		New window	Ctrl+N	
	Ę	New InPrivate window	Ctrl+Shift+N	
		Zoom	- 100% +	2
	5⁄≡	Favorites	Ctrl+Shift+O	
	U	History		>
	$\overline{\gamma}$	Downloads	Ctrl+J	
	₽	Apps		>
	¢	Extensions		
	Ē	Collections	Ctrl+Shift+Y	
	Ð	Print	Ctrl+P	
	[0]	Web capture	Ctrl+Shift+S	
		Share		
	[}>	Find on page	Ctrl+F	
	A'n	Read aloud	Ctrl+Shift+U	
		More tools		>
	ŝ	Settings		

Click on the 3 dots "..." and select "Settings"



In "Privacy, search, and services" tab, click on "Choose what to clear"



By default, it's based on the last hour. Click on the arrow and select "All time" and tick all boxes then click on "Clear now". Then restart your browser once it's done.

Clear cache on Ipad

Clear cache on Firefox:

Click on "Options" (see $n^\circ 1)$ then "Settings" (see $n^\circ 2)$



In "PRIVACY" tab, select "Data Management"

PRIVACY	
Logins & Passwords	>
Passcode For Logins	>
Data Management	>

By default, every options (except "Downloaded Files") are selected. If not, select them and then press "Clear Private Data"

Clear Private Data		
Browsing History		
Cache		
Cookies		
Offline Web Site Data		
Tracking Protection		
Downloaded Files		\bigcirc
	Clear Private Data	

Double tap on the Home button, slide up Firefox (in order to close it), and restart it.

Clear cache on Safari:

Go to Settings (see the icon below)



Search for "Safari" in the left column and click on it. Then on the right column, search after "Clear History and Website Data"

FaceTime	Check for Apple Pay
Maps	Allow websites to check if Apple Pay is enabled and if you have an Apple Card account. About Safari & Privacy
Safari	
Stocks	Clear History and Website Data

A new window appear. Click on "Clear"



Double tap on the Home button, slide up Safari (in order to close it), and restart it.

Clear Mina (shortcut on lpad)

If you're still getting trouble even after clearing the cache to have access to Mina, do the following (important note: this solution can take a certain amount of time. Only do it if nothing worked !):

Select the "EP Catalogue" application



Search for "Mina" and select it



Press on "Installed"



A window requesting an installation appeared. Press on "Install"



Mina will then be on "Processing". Unfortunately, the installation can take a while. It's recommended to do so only if you've time to spare.

