

Belle II User Registration



i The Belle II Membership Management System (B2MMS) was announced and presented at the 28B2GM at KEK in October 2017. **Since January 2018 it is the exclusive source for Belle II authors, mailing, and voting.**

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Introduction

All users who want to work in the context of the Belle II collaboration must register to the Belle II Membership Management System (**B2MMS**) to become so-called **Belle II users**. Users will obtain **login credentials** (account name / password) from the DESY registry which is good to access ALL Belle II collaborative services, including the B2MMS itself. Note: This is **not a KEK account!**

Becoming a Belle II user consists of two steps:

1. The identity of the user must be proven (**authentication**).
2. The permission to become a Belle II user must be given (**authorization**).

At the end of the process users will be informed by the DESY registry of the creation of the credentials (account name / password). Note: The approval workflow and the creation of the credentials takes one workday in CE(S)T.

If you have register once as a Belle II user, your record will remain even if your membership expires. Please **never** ever register **again**. Status and attributes of your record can be changed at any time; even after expiration or with a new institution. See [Instructions for Users](#) (login required).

Users who have **an account from former work at DESY** even outside Belle II (summer student, other group etc.), please register for Belle II **and** denote the account name in the account field. It will be reactivated/prepared.

If you are interested in using the **DESY Analysis Facility (NAF)** which provides computing and storage resources for inactive work as a complementary approach to the Grid, you have to apply for access by logging in with your DESY credentials [here](#) and clicking *Apply to join the group for NAF 2.0*. Your membership in Belle II is mandatory!

i Everyone who works in the context of Belle II is a **Belle II user** and needs access to Belle II internals such as confluence, JIRA etc.. This includes official members of the Belle II collaboration (**Belle II members**) as well as students and technical staff. According to the [by-laws](#) the B2MMS provides different categories.

Belle II users are:

- all **official members** of the Belle II collaboration usually physicists and PhD students (**Belle II members**)
- temporary users such as **students** (if not official members),
- **technical staff**,
- **visitors** who need access to the Belle II collaborative services of non-Belle II institutions (Please choose the inviting institute as home).



Before you start please:

- read this **documentation** incl. *notes, warnings,* and *infos* on the right,
- **consider** the [Belle II Registration and Account FAQ](#),
- all services use an account name (**not** an email address),
- **never** register **twice/again**, a second registration will **NOT** reset a lost or expired password,
- if you have been **a Belle II member already** but your **membership expired** ask your (new) IR to reactivate your membership, your account will then be (re)activated automatically,
- if you have or ever have had an **account at DESY** (summer student, other group etc.) please denote it in the form; the account will be reactivated,
- do **not ignore** warnings in the portal,
- please **use** your **email address at your institution**, **avoid** (YAHOO, GMAIL etc. since they cause problems !!!).
- the **account name** must be a **string of 4-8 characters** not an email address,
- **check** [DESY Requirements for Account Names and Passwords](#),
- **please refrain** from using **funny account names** or **pure numbers**,
- account names and email addresses are **case insensitive**, so use lower cases,
- **remember** the **initial password** shown in the portal,
- note that the account **creation usually takes a workday** (in CE(S)T),
- you obtain an address `first(.middle).last_AT_belle2.org` which **forwards** to your PEM,
- you may find [your belle2.org email address](#) in your [B2MMS](#) personal record at the bottom,
- the DESY **password expires every 6 month**; users will be informed early enough. Please don't ignore the notification. Consider to use a password safe!



Asian colleagues, please note the naming conventions:

- **first** name = given name
- **last** name = family name
- A **capital** letter first followed by small letters
- **Example:** Toru Iijima

Links

- Support: [b2-helpdesk_AT_belle2.org](#)
 - [Belle II Registration and Account FAQ](#)
 - [Grid User Certificates and VO membership](#)
 - [What are Grid User Certificates](#)
 - [DESY Requirements for Account Names and Passwords](#)
 - [Requesting Additional Resource Access \(NAF\)](#) (login required).
 - [Belle II Membership Management System \(B2MMS\)](#) (login required)
 - [Instructions for Users](#) (login required)
 - [Instructions for IB Representatives](#) (login required)
 - [DAQ WebHome](#) (login required)
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Registration

How to register

- Users who hold a valid **Grid user certificate** may use the **registration by certificate**.
- Users *without* a Grid user certificate should contact the *Institutional Board (IB) representative (IR)* of their Belle II home institution who will **invite the user to register**. The user will then receive an email with **temporary login details for the registration portal** (those login details incl. password are **NOT** the final credentials to access the Belle II collaborative services!).
- Find the links in the section [Belle II Registration Portal](#) below.

Workflow

With successfully filling and sending the form via the portal, the user's part is done. The user will see a message such as "*Request for Belle2 membership was created. Desired account name: ...*". Please **re**mind the account_name and initial password which was set! An email will be sent to the **representative (IR)** of the Belle II institution **who must approve the request**.

As soon as the registration request is **approved by the IR**, the user will be added to the B2MMS. The login credentials will be created in the DESY registry within the next work day. The user will be informed by email and will be asked to reset the **initial password which he /she sets in the portal** asap. Please obey the [DESY Requirements for Account Names and Passwords](#) .

The creation of the credentials is done within one work day in CE (S)T. You will need the account name and initial password shown in the portal to set a long-time password. You are then ready to use all Belle II collaborative services (B2CS) using this account name.

Note

The registration as '**Physicist - permanent/staff**' requires the **approval of the institutional board (IB) on the basis of a formal application** otherwise the request will be not be processed. Make sure to hand this in via your IR in before-hand! Please check the [Belle II contacts web](#).

The DESY registry will use the **names** you have given as 'given middle family' and create email addresses such as [given.middle.family_AT_desy.de](#) and [given.middle.family_AT_belle2.org](#). Make up your mind if you really want the **middle name**.

You are advised to check your membership record in the Belle II Membership Management System (B2MMS). See docu of the [Belle II Membership Management System](#).



Please **never ever register again or twice**.

If you are unsure whether you have already registered, **try to access** the [B2MMS](#) where you will be asked to log in. To reset a lost password see the [FAQ](#). Note: The password must be renewed after 6 month. You will be informed by email in advance.

If still unsure **contact** us at b2-helpdesk_AT_belle2.org.

If your institution has changed, review and change your record according to the [Instructions for Users](#).



If you hold a **DESY account from another project** which is not enable for Belle II, register and name your already existing account.



Avoid YAHOO, GMAIL etc since they cause problems!!! Please **use** your **email address at your institution!!!**



The **account name** is a **case insensitive string of 4-8 characters**. It is **NOT** an email address. Please **chose** a **different account name** and please **remember the initial password** which is created for you when filling the portal. You will need it when your account is ready. Please denote the [DESY Requirements for Account Names and Passwords](#).



The DESY registry will use the **names** you have given as 'given middle family' and create email addresses such as [given.middle.family_AT_desy.de](#) and [given.middle.family_AT_belle2.org](#). Make up your mind if you really want the middle name. The spaces will be transformed to dots!

Example: 'Nino de Angelo' will become '[nino.de.angelo_AT_desy.de](#)' and '[nino.de.angelo_AT_belle2.org](#)' whereas 'Nino deAngelo' (no middle name) will end up in '[nino.deangelo_AT_desy.de](#)'.



The **creation of the credentials** in the DESY registry will start **after** the IR has approved the request and **will take** workday. Keep in mind: DESY is on **CE(S)T**. Users will be informed on success and will be asked to login with the **initial password** and to set a new password.

Belle II Registration Portal

- If users hold a Grid user certificate, they may use the [registration by certificate](#).
- If you were **invited** and have received an **email** with a temporary Username / Password, go to this [link](#).

DESY Analysis Facility (NAF)

DESY operates an **Analysis Facility (NAF)** which provides **computing resources for Belle II analysis**. In order to **gain access** to those resources please refer to [Belle II Requesting Additional Resource Access](#) (login required).

Additional Groups

Accounts and groups are managed by the DESY registry. By default all user accounts are associated with the main Belle II group. If additional groups are needed please contact b2-helpdesk_AT_belle2.org.

KEK Registration

If you need the KEKCC, VPN, KDS accounts issued by the KEK computing center, please go back to [Belle II Newcomers#KEKRegistration](#).

Instructions to register with the DAQ Rocket.Chat service can be found in the [DAQ WebHome](#).

Belle VO (Virtual Organization) and DIRAC user Registration

If you want to use the Belle II Grid infrastructure, please go to [Getting started on GRID](#) (this page requires a login).

Help

Consider the [Belle II Registration and Account FAQ](#).
