

How to Register for a TryMosaic Account

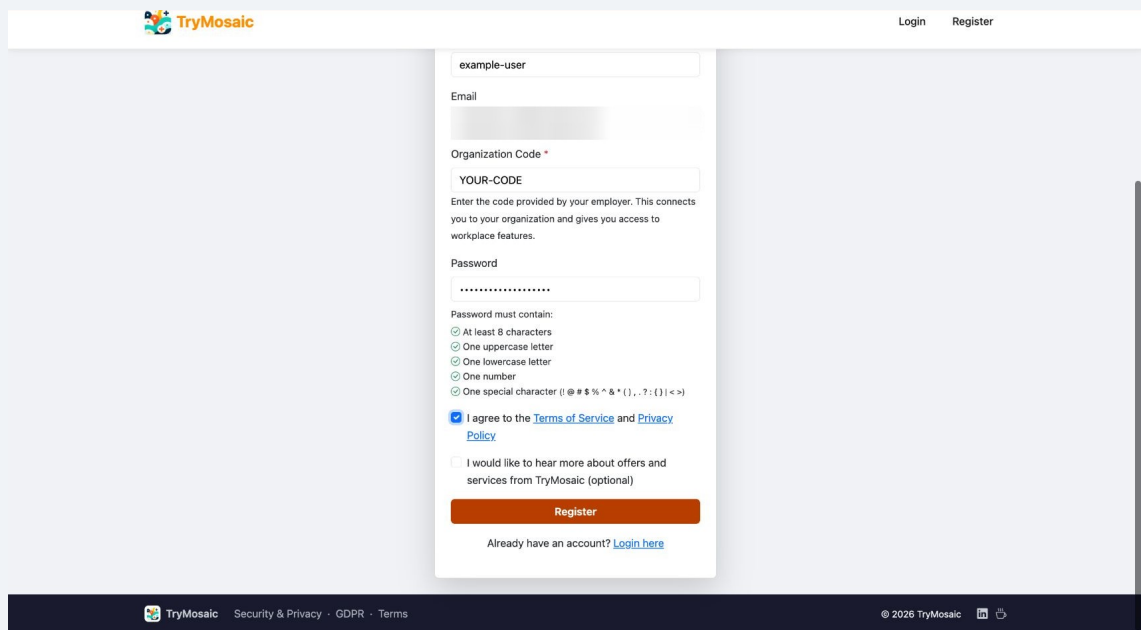


This guide walks you through creating your TryMosaic account for the first time. Nothing is shared with your manager or HR simply because you register.

You will need an organisation code from your employer and access to your work email inbox.

- 1 Open your organisation's TryMosaic deployment using the link provided by your employer, then select 'Register'.

2 Enter a username, your work email address and the organisation code supplied by your employer.



The screenshot shows the TryMosaic registration interface. At the top, the TryMosaic logo is on the left, and 'Login' and 'Register' links are on the right. The main registration form is centered and contains the following fields and elements:

- Username:** A text input field with the placeholder text 'example-user'.
- Email:** A text input field with a blurred placeholder.
- Organization Code:** A text input field with a red asterisk indicating it is required.
- YOUR-CODE:** A section header followed by a descriptive paragraph: 'Enter the code provided by your employer. This connects you to your organization and gives you access to workplace features.'
- Password:** A text input field with masked characters (dots).
- Password Requirements:** A list of criteria with checkboxes:
 - At least 8 characters
 - One uppercase letter
 - One lowercase letter
 - One number
 - One special character (characters: ! @ # \$ % ^ & * () , . : ; ' { } | < >)
- Agreements:** Two checkboxes:
 - ☒ I agree to the [Terms of Service](#) and [Privacy Policy](#)
 - ☐ I would like to hear more about offers and services from TryMosaic (optional)
- Register Button:** An orange button labeled 'Register'.
- Login Link:** A link labeled 'Already have an account? [Login here](#)'.

The footer of the page contains the TryMosaic logo, links for 'Security & Privacy', 'GDPR', and 'Terms', the copyright notice '© 2026 TryMosaic', and social media icons for LinkedIn and Facebook.

i Your organisation code matters

The code connects your account to the correct organisation. If the code is missing or rejected, ask your employer or TryMosaic administrator for the correct code rather than guessing.

3 Create a strong password. The checklist beneath the field turns green as each requirement is met.

The screenshot shows the TryMosaic registration interface. At the top, there's a header with the TryMosaic logo on the left and 'Login' and 'Register' links on the right. The main content area features a registration form with the following fields and elements:

- A text input field containing 'example-user'.
- An 'Email' label above a blurred input field.
- An 'Organization Code' label with a red asterisk, followed by a 'YOUR-CODE' label and a text input field.
- A note: 'Enter the code provided by your employer. This connects you to your organization and gives you access to workplace features.'
- A 'Password' label above a password input field showing eight dots.
- A 'Password must contain:' section with four green checkmarks and their corresponding requirements:
 - At least 8 characters
 - One uppercase letter
 - One lowercase letter
 - One number
 - One special character (characters: ! @ # \$ % ^ & * () , . : ; ' { } | < >)
- A checkbox labeled 'I agree to the [Terms of Service](#) and [Privacy Policy](#)' which is checked.
- An unchecked checkbox labeled 'I would like to hear more about offers and services from TryMosaic (optional)'.
- An orange 'Register' button.
- A link: 'Already have an account? [Login here](#)'.

The footer contains the TryMosaic logo, 'Security & Privacy · GDPR · Terms', and '© 2026 TryMosaic' with social media icons.

Your password must include:

- At least eight characters
- At least one uppercase and one lowercase letter
- At least one number
- At least one special character

! Keep it private

Use a unique password and do not include it in an email, support message or Workplace Passport.

- 4 Read the Terms of Service and Privacy Policy, then tick the required agreement box. Marketing emails are optional and use a separate box.

The screenshot shows the TryMosaic registration interface. At the top, the TryMosaic logo is on the left, and 'Login' and 'Register' links are on the right. The main registration form is centered and contains the following fields and options:

- A text input field with the placeholder 'example-user'.
- An 'Email' label above a blurred input field.
- An 'Organization Code' label with a red asterisk, followed by a 'YOUR-CODE' label and a text input field.
- A note: 'Enter the code provided by your employer. This connects you to your organization and gives you access to workplace features.'
- A 'Password' label above a masked input field.
- A 'Password must contain:' section with five checked requirements:
 - At least 8 characters
 - One uppercase letter
 - One lowercase letter
 - One number
 - One special character (| @ # \$ % ^ & * () , . ? : { } | < >)
- A checked checkbox for 'I agree to the [Terms of Service](#) and [Privacy Policy](#)'.
- An unchecked checkbox for 'I would like to hear more about offers and services from TryMosaic (optional)'.
- An orange 'Register' button.
- A link: 'Already have an account? [Login here](#)'.

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i Required and optional choices

You must accept the Terms of Service and Privacy Policy to register. You do not have to opt in to offers and services.

- 5 Select 'Register'. If the information is valid, TryMosaic will tell you to verify your email address.

The screenshot shows the TryMosaic registration page. At the top, there is a header with the TryMosaic logo on the left and 'Login' and 'Register' links on the right. The main content area features a registration form with the following fields and elements:

- A username field containing 'example-user'.
- An email field with a blurred placeholder.
- An 'Organization Code' field with a red asterisk indicating it is required.
- A 'YOUR-CODE' section with a text box and a note: 'Enter the code provided by your employer. This connects you to your organization and gives you access to workplace features.'
- A password field with a masked input (dots).
- A 'Password must contain:' section with five green checkmarks indicating requirements: 'At least 8 characters', 'One uppercase letter', 'One lowercase letter', 'One number', and 'One special character (| @ # \$ % ^ & * () , . ? : { } | < >)'.
- A checkbox labeled 'I agree to the [Terms of Service](#) and [Privacy Policy](#)' which is checked.
- An unchecked checkbox labeled 'I would like to hear more about offers and services from TryMosaic (optional)'.
- A prominent orange 'Register' button.
- A link below the button: 'Already have an account? [Login here](#)'.

The footer contains the TryMosaic logo, links for 'Security & Privacy', 'GDPR', and 'Terms', and a copyright notice '© 2026 TryMosaic' along with social media icons.

! If registration is not accepted

Check the organisation code, confirm the email address is correct and make sure every password requirement is green. Existing usernames or email addresses may need a different username or the password-reset journey.

6 Open the latest TryMosaic verification email in your inbox and select the verification link. Do not share or forward the link.

7 After verification, return to your organisation's TryMosaic deployment and log in with the account you created.

i Can't find the email?

Check junk or spam, confirm you are viewing the inbox for the address used at registration and wait a minute before requesting another message.

What happens next

- You may be asked to complete your profile before opening the dashboard.
- Your manager and HR are not notified merely because you created an account.
- Nothing is shared until you actively choose to share a Workplace Passport.

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