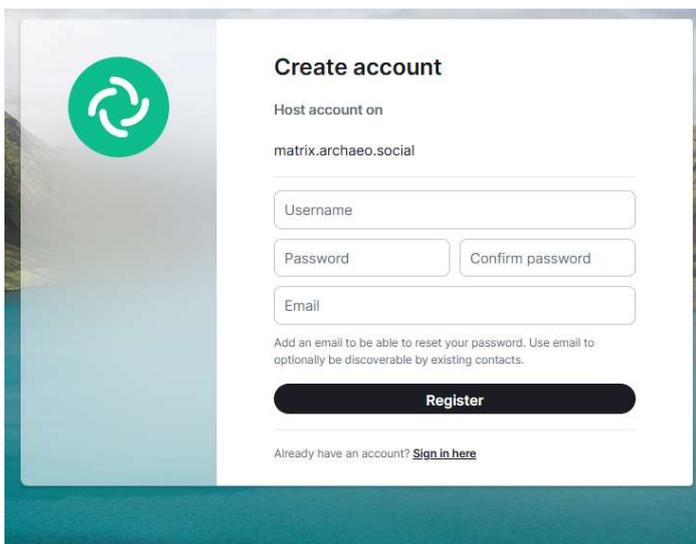
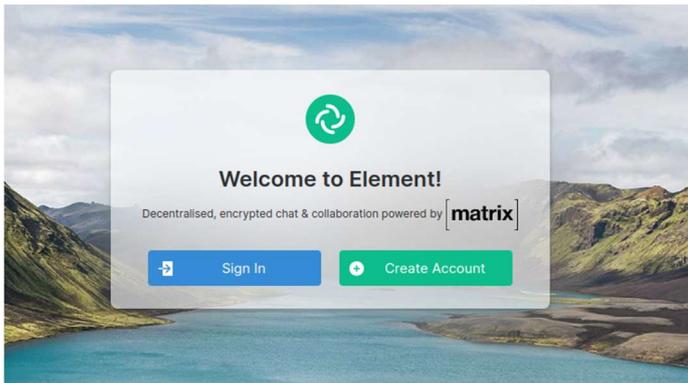
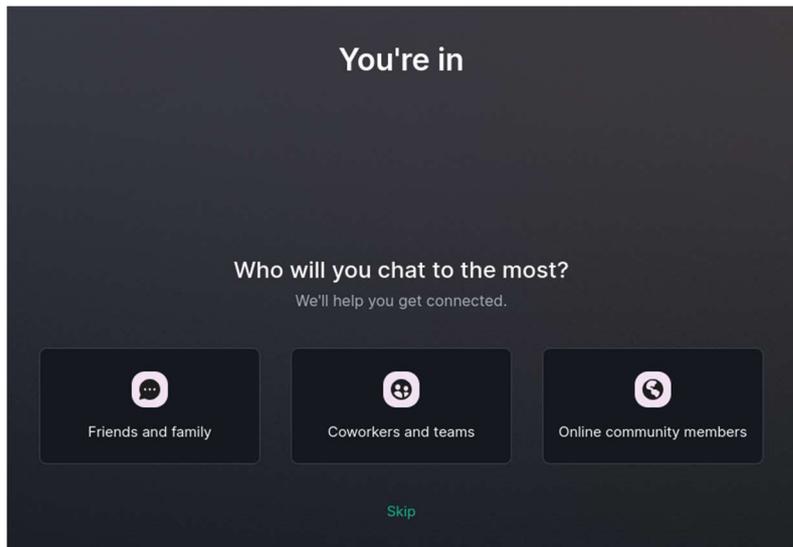


# Signup

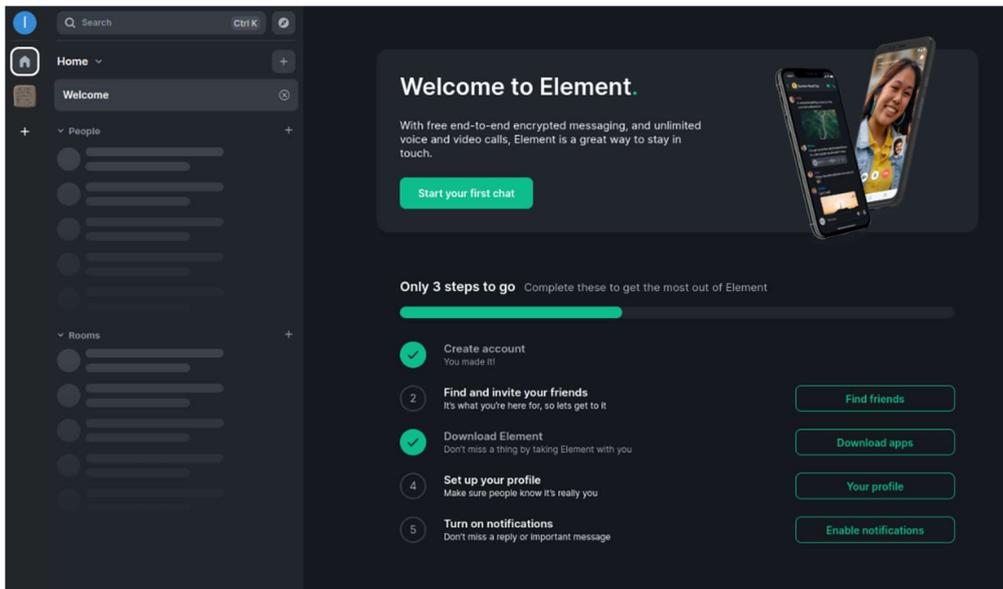
1. You can go to: <https://chat.archaeo.social/#/welcome> to create an account,  make sure the server is set to 'archaeo.social' (URL: <https://matrix.archaeo.social>) and NOT just the default 'matrix.org'

A screenshot of the Element "Create account" form. It features the same green circular logo on the left. The form title is "Create account". Below the title, it says "Host account on" followed by "matrix.archaeo.social". There are four input fields: "Username", "Password", "Confirm password", and "Email". Below the "Email" field, there is a note: "Add an email to be able to reset your password. Use email to optionally be discoverable by existing contacts." At the bottom of the form is a black "Register" button. Below the form, there is a link: "Already have an account? [Sign in here](#)".

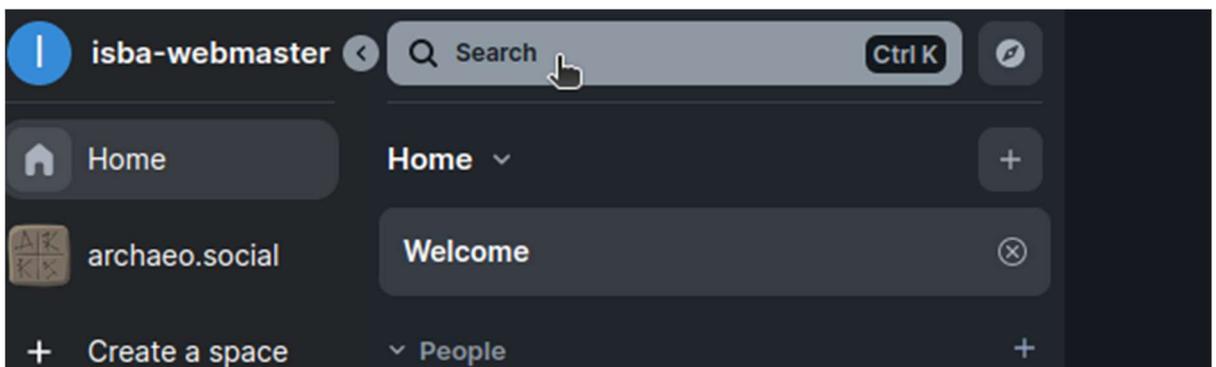
2. Confirm your account via the email sent to your email address (might take up to 10m!)
3. Confirm your password
4. **Skip** the onboarding survey at this point

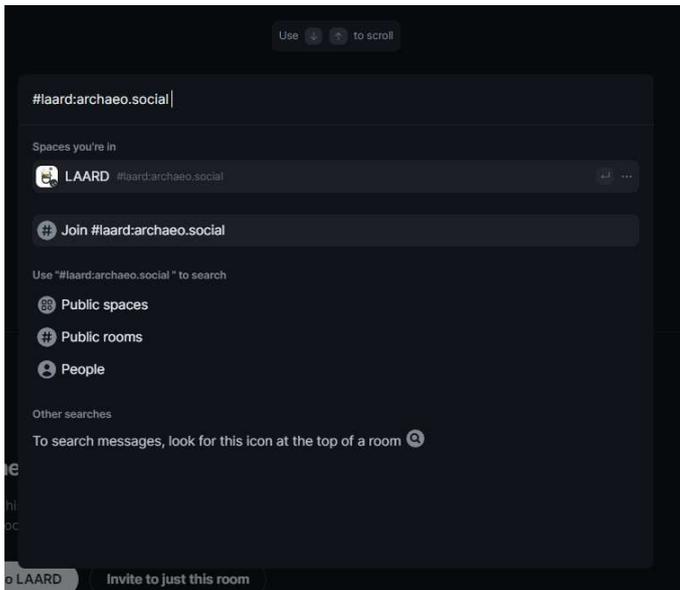


5. You should then see the initial chat page, feel free to go through the onboarding steps (e.g. turn on notifications)

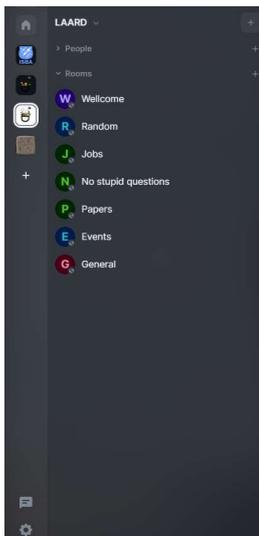


6. In the search bar at the top, search #laard:archaeo.social (if this does not work, go to the following link: <https://matrix.to/#/#laard:archaeo.social>) Then, click the option “Join #laard:archaeo.social”





7. Once you're into the LAARD space, you should see several public 'rooms' (a.k.a. channels). Please send a message in the Wellcome channel.



8. We also recommend you join the ISBA space. To join, you can again go to the search bar at the top, search #isba:archaeo.social (if this does not work, go to the following link: <https://matrix.to/#/#isba:archaeo.social>)
9. Members of the LAARD steering committee will later receive an invitation to join the separate steering committee space.

# Verification

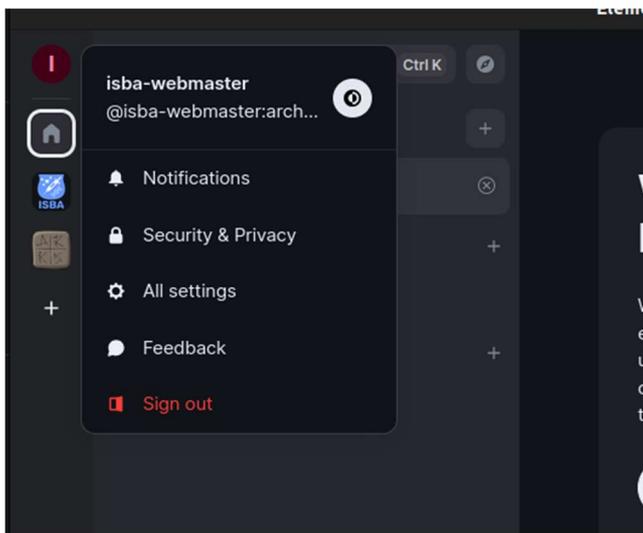
You may at this point have a message saying that your 'session is not verified'.

Element is a highly security-focused messaging system. You may need to set up *two* things with your account after sign up to remove the verification warning, and also to be able to access your messages if you log in in a different location.

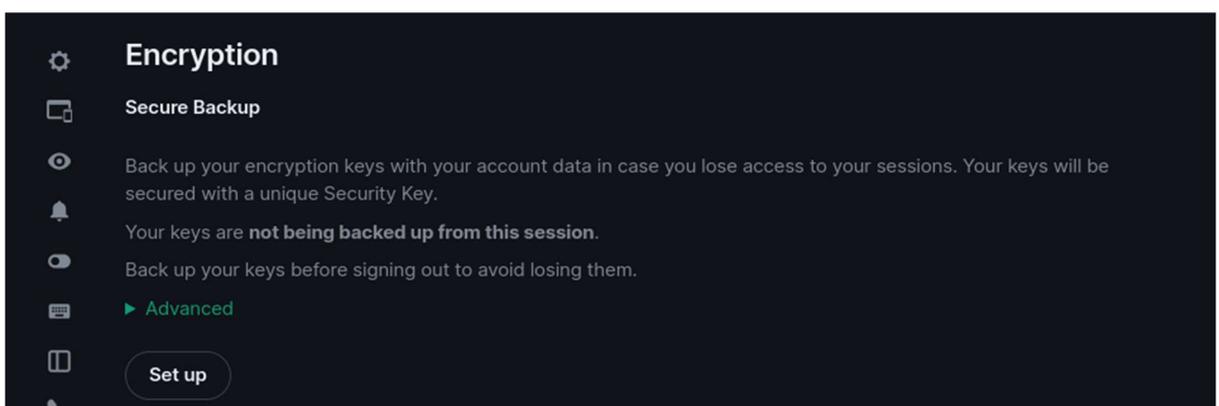
## Encryption

To allow you to access your old messages, you will need to set up encryption. In case you get logged out of all your sessions, you can retrieve your old messages using a security key.

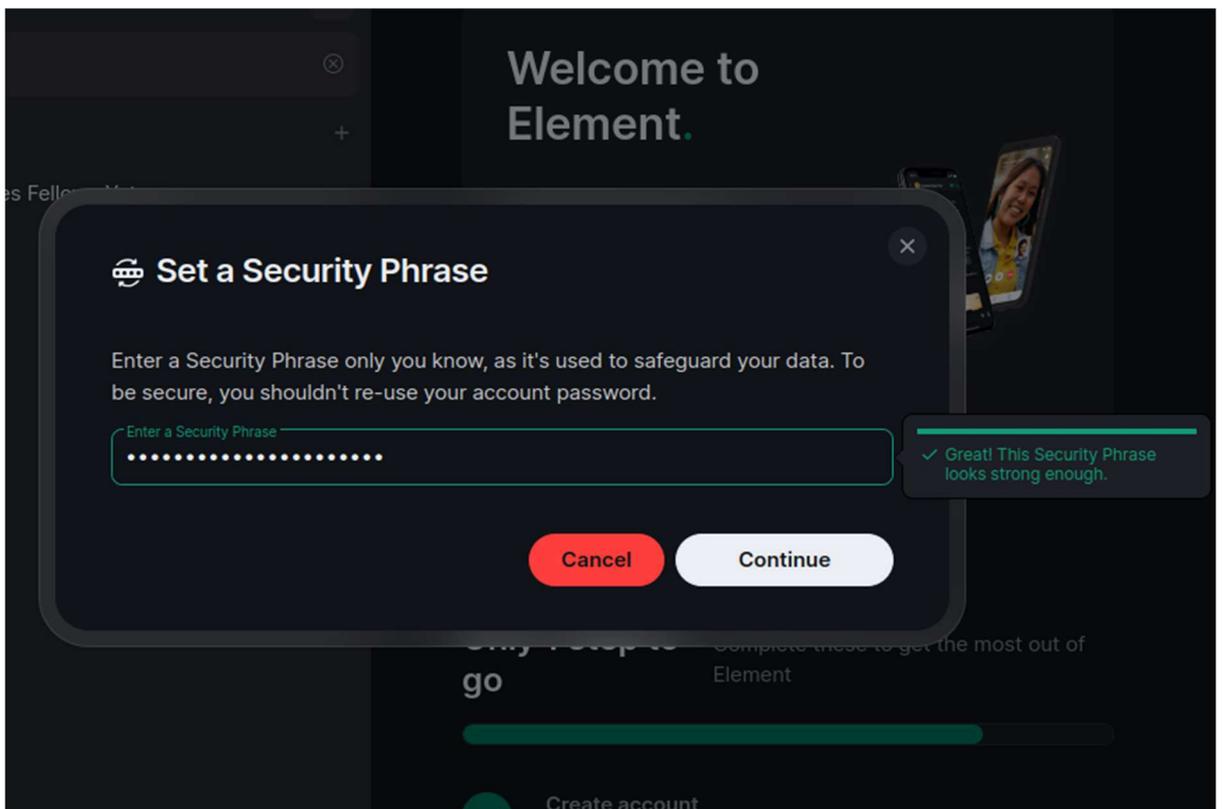
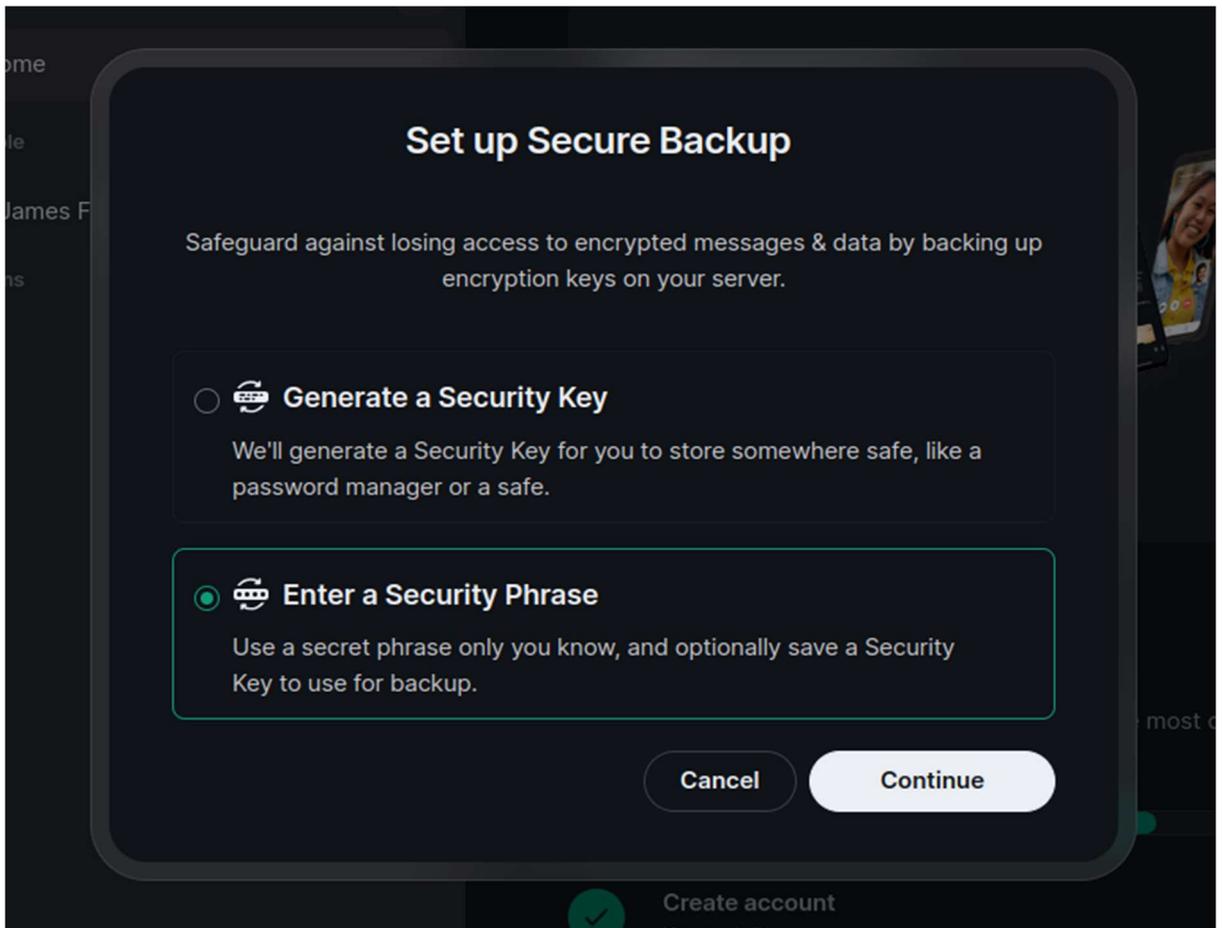
1. To set this up, to open the general menu (click on your face/profile picture in the top left) and press 'Security and Privacy'



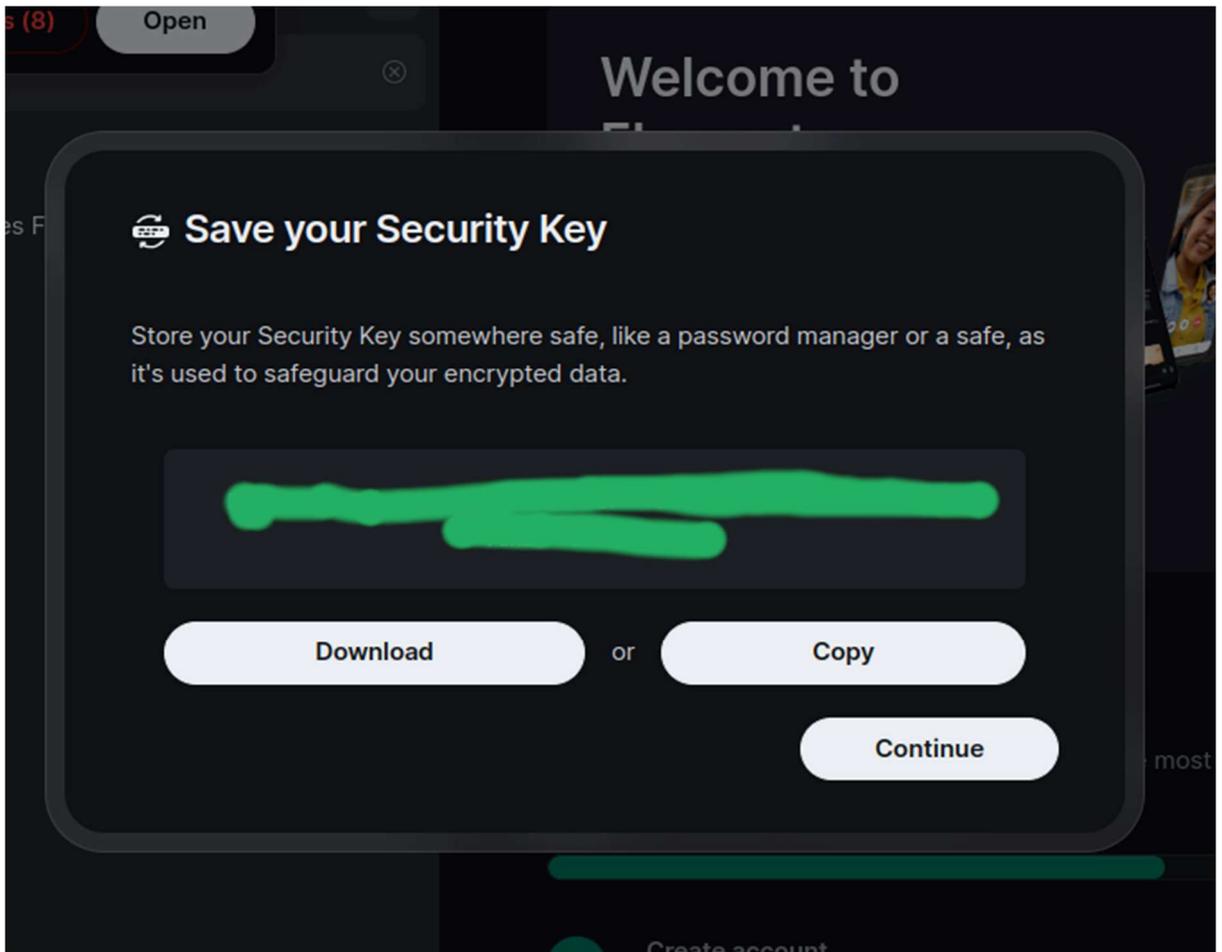
2. In the menu, under Encryption, and Security Backup, press 'Set up'



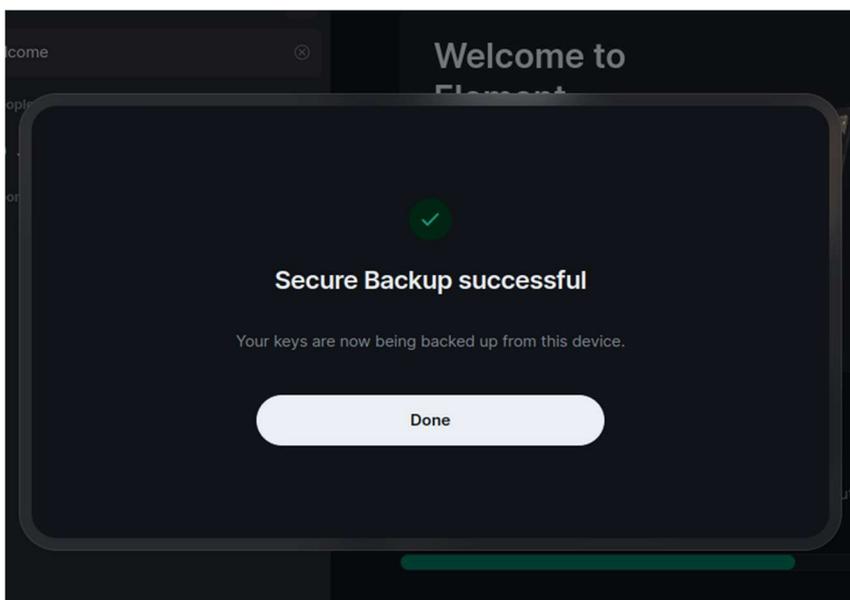
3. Select either generate a security key (similar to Two-factor authentication backup OTP codes), or enter a security phrase (like a second password)



4. Even if you use a security phrase, you will get a security key (in case you forget your phrase)



5. You'll then be asked to confirm your *password* (not phrase or key!)
6. And then you'll have successfully set up the key backup



# Cross-sign

To verify this, you need to log into an independent client, whether that is the

- chat.archaeo.social webpage,
- the [element desktop app](#)
- the element android app

Perform a procedure to check it's indeed you on both sessions, and no-one is trying to hack into your account

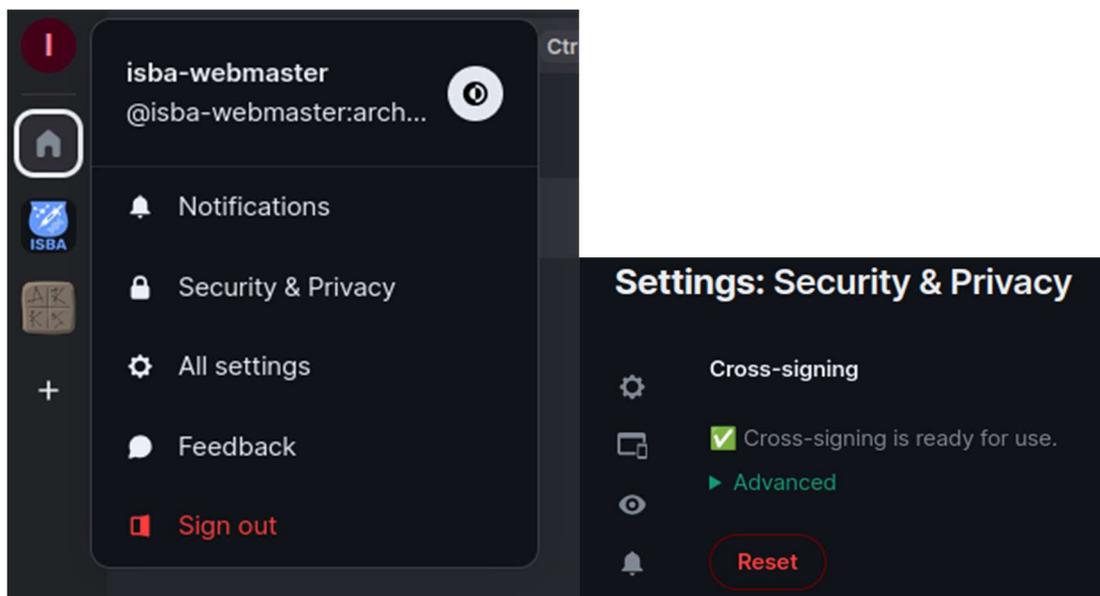
This general procedure goes as follows:

1. Log into the first session (e.g., at the end of the procedure for 'sign up')
2. Log into the second session with a different source (see the options above)
3. Cross-compare an emoji combination displayed on both sessions, or scan a QR code
4. Press verify

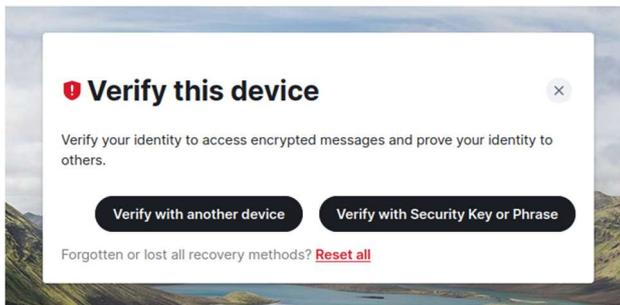
You will then be able to access your old messages.

Screenshot tutorial is as follows

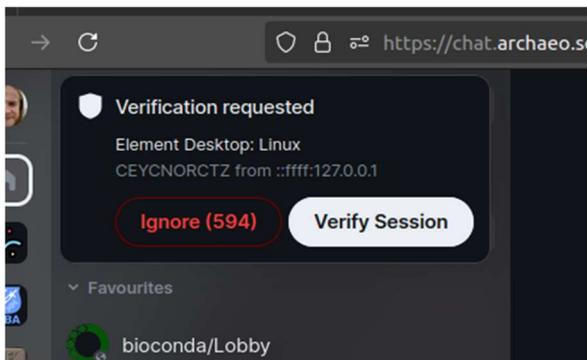
1. On the first session/device, check you have encryption set up and cross-signing is available by going: Profile picture > Security and Privacy > Scroll down to Cross-signing, and make sure it says 'Cross-signing is ready for use'



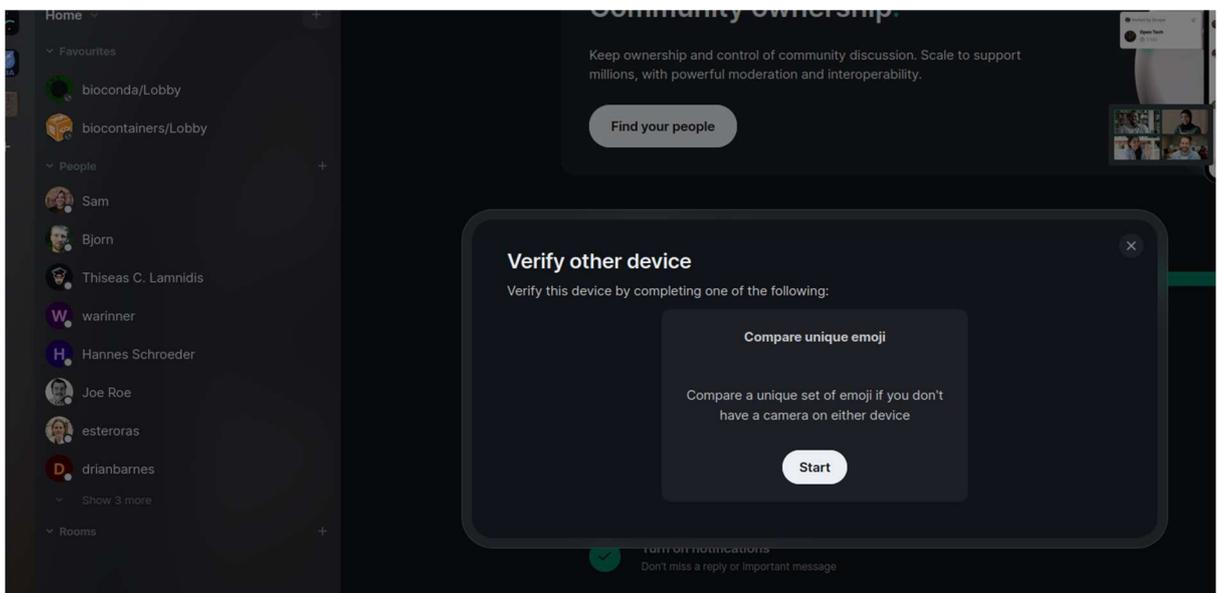
2. On the second device, log-in. You should then get a 'verify this device' message, e.g. in one of the examples below



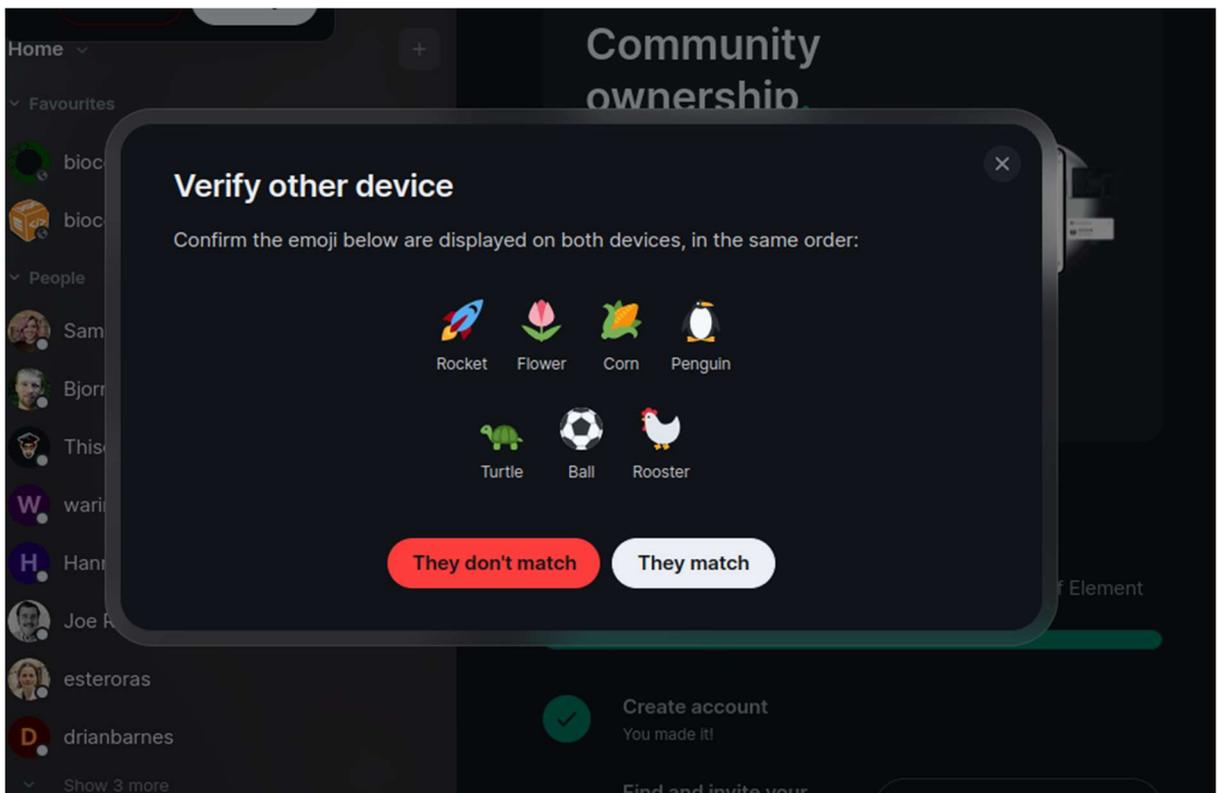
3. Press 'verify with another device' (or with the security phase)
4. Once you press this, go to the other session (the one you first logged into), and you should have a notification to 'verify session'



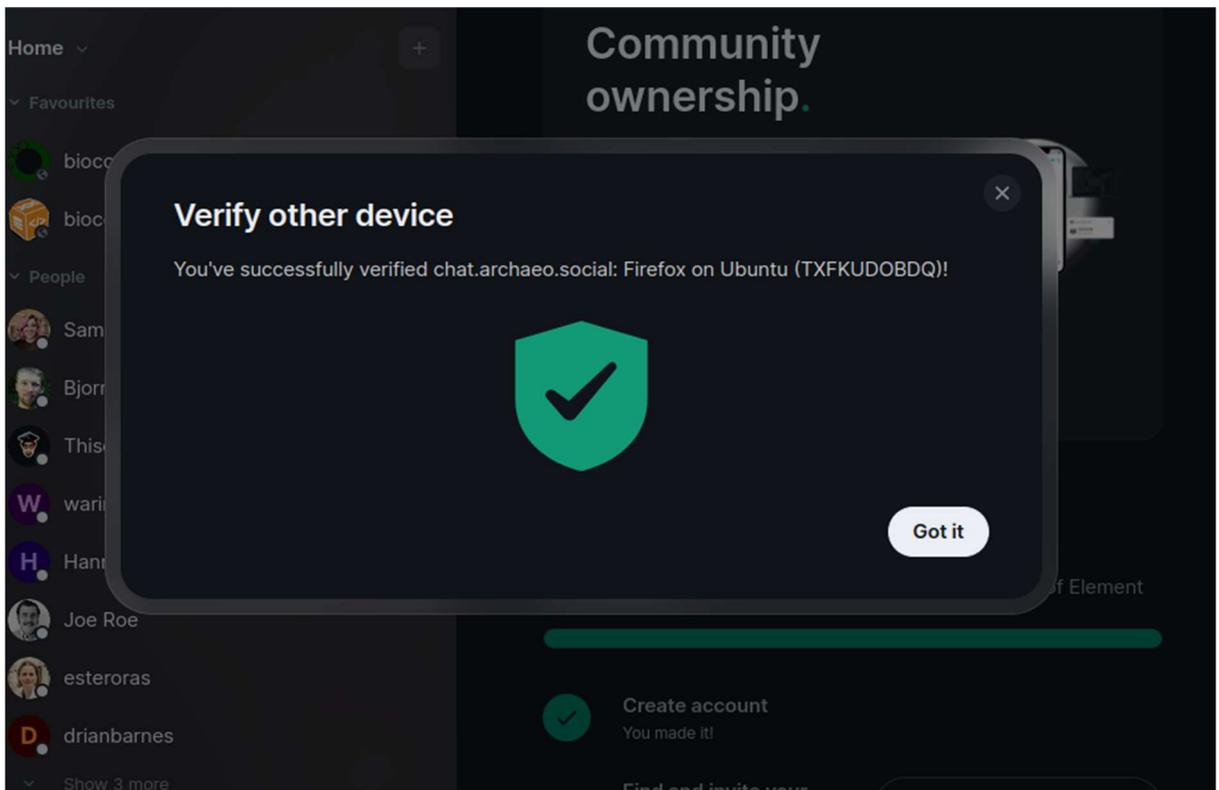
5. It will ask you to pick a method of verification (I recommend the emoji matching)



6. If emoji matching, both sessions will display a series of emojis. Make sure the emojis are the same on both, and press 'they match' on both sessions.



7. You will then get a 'You've successfully verified' on both devices, and you can continue to use element as normal (and see your old messages)



Note that for every new log-in you will be asked to verify the device either with your security key/phrase, or the cross-device verification to be able to access your old messages!