

Solar Victoria Portal – Installer User Guide

Registering as an installer

August 2019

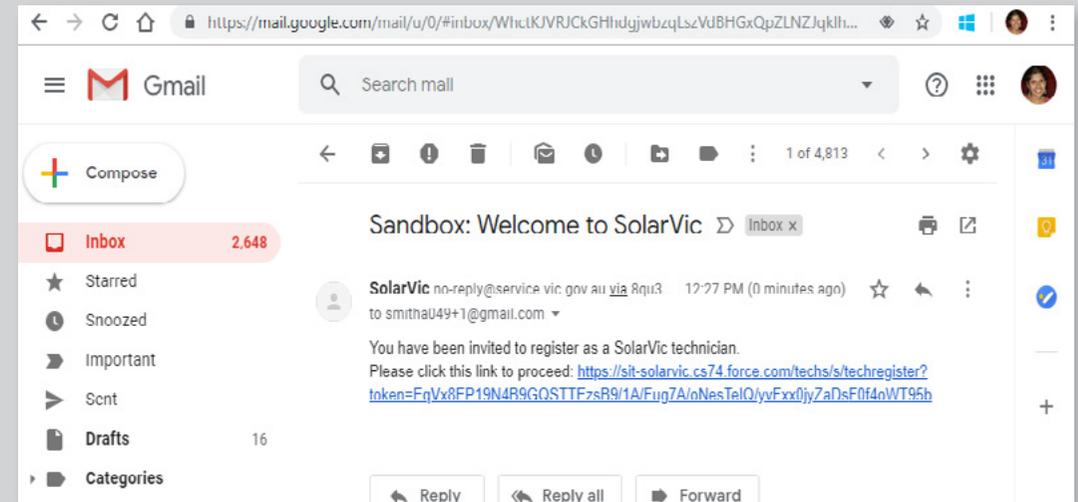


Registering as an installer

1

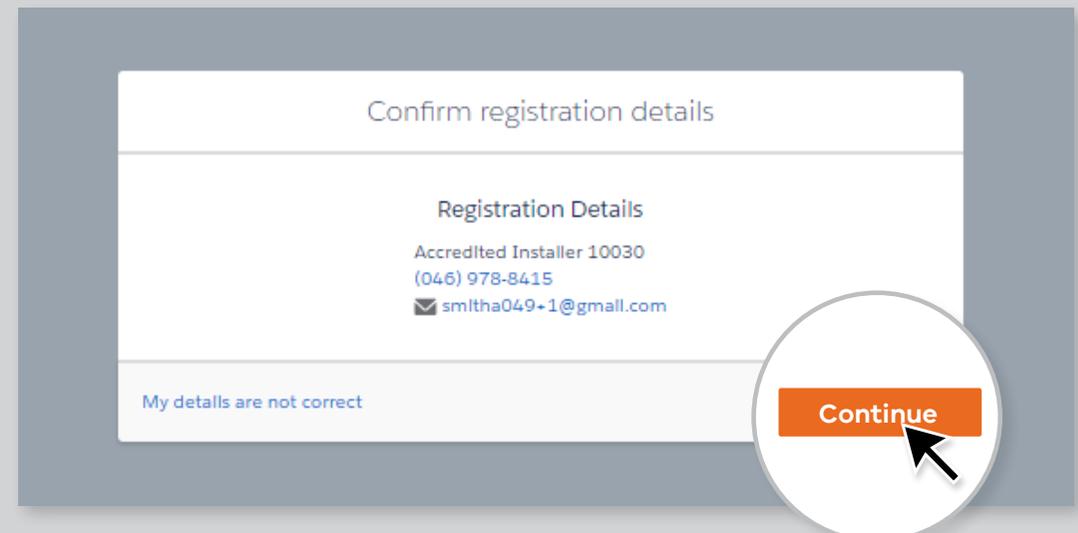
Eligible installers should receive a **registration email**.

Follow the invitation link to go to this page.



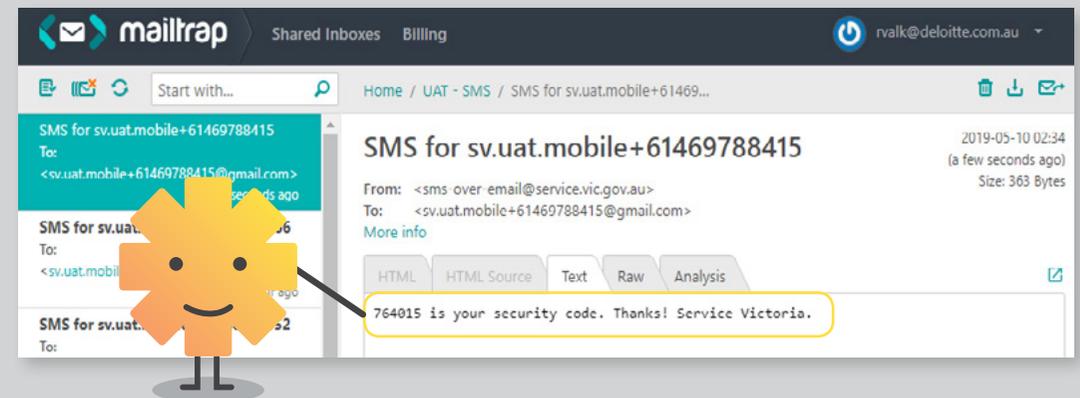
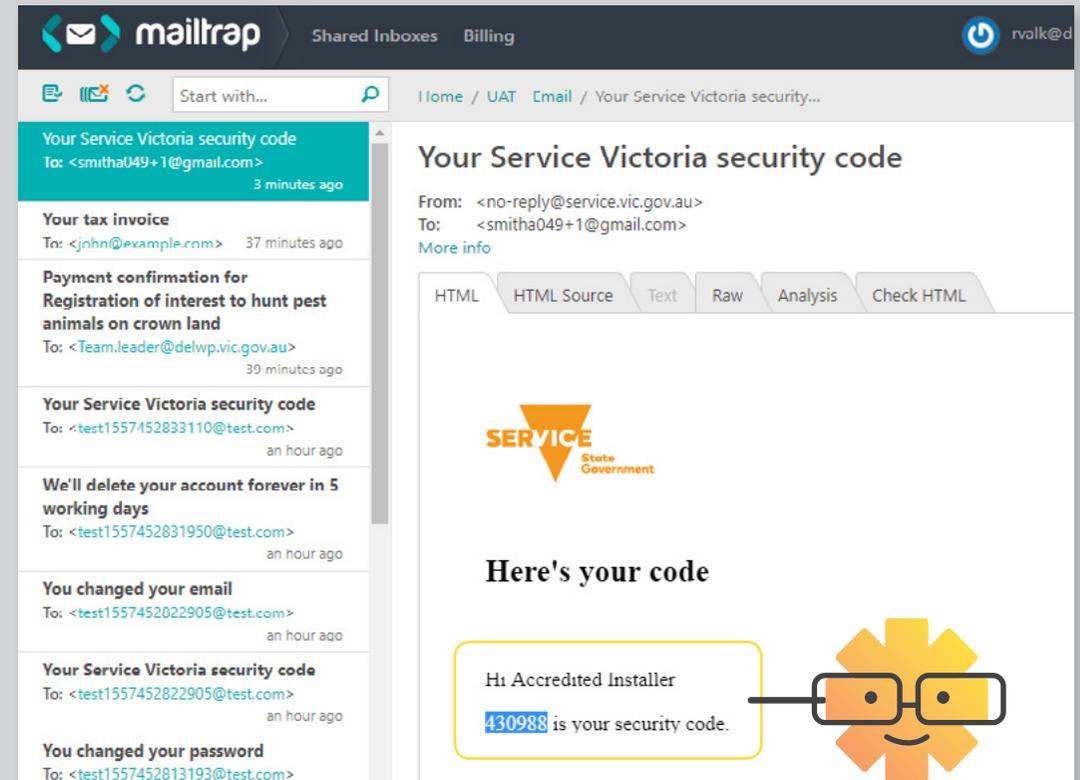
2

Click **Continue**



3

Once you've clicked continue, you will receive a **security code** via email or mobile.



4

Create a password and **accept the terms and conditions**.

Service Victoria (Department of Premier and | <https://uat.account.service.vic.gov.au/Registratio...>

Create password

The following field contains an error:

- Terms & conditions:** You must read and agree to the terms and conditions before you [continue](#).

Enter new password

.....

Your password needs to be 8 characters or more, with 1 lower case letter and 1 upper case letter.

Re-enter new password

..... ✓

You can't paste your password here.

I agree to Service Victoria's [terms and conditions](#) and [privacy and security policy](#).
You must read and agree to the terms and conditions before you continue.

Back **Next**

5

You will receive a **confirmation of registration** email.

You've successfully registered as an industry participant in the Solar Homes program.

Before you do anything else

Download the free Service Victoria app.

The app:

- lets you store and show a 'digital token' as proof of your participation
- confirms your accredited status to customers, retailers and regulators.

Without the app, you can't access this digital token.



Once you've downloaded the app, log in to your Service Victoria account to view or show the token.

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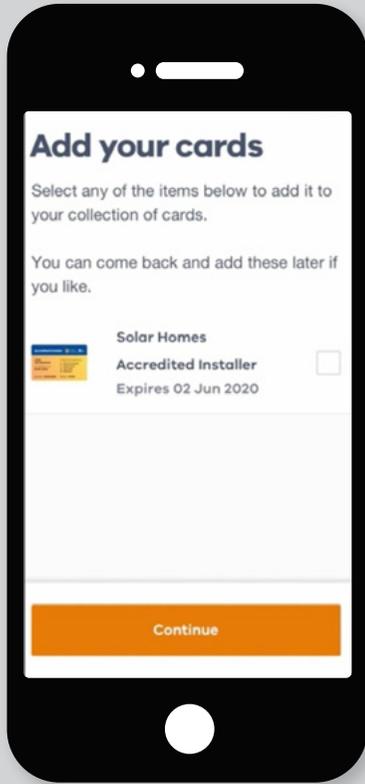
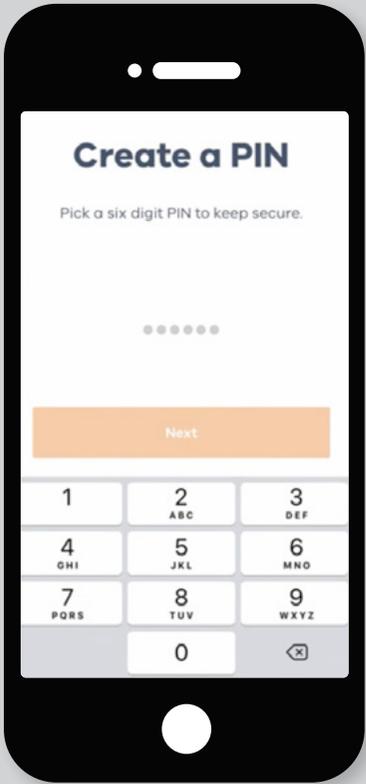
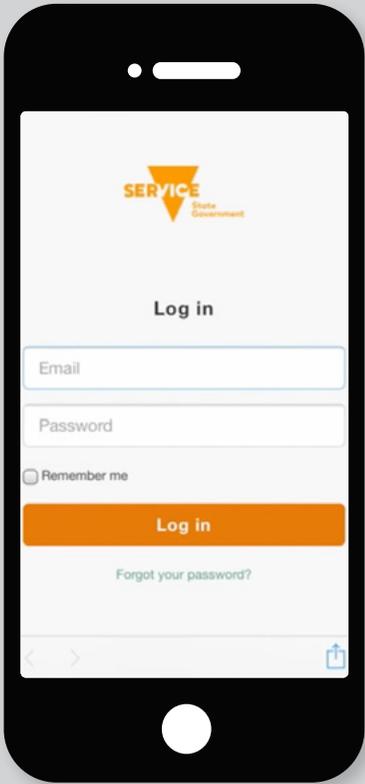
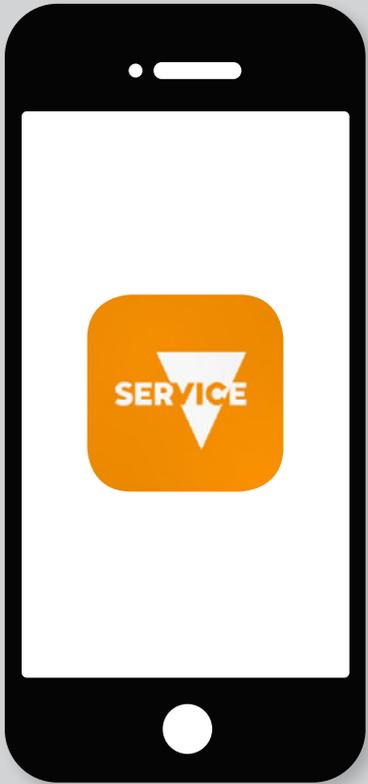
6

Download the **Service Victoria** app

Sign in using the account you created

Set a pin

Add your accreditations



7

Click the 'eligibility scanner' button to scan a customer's QR code.

