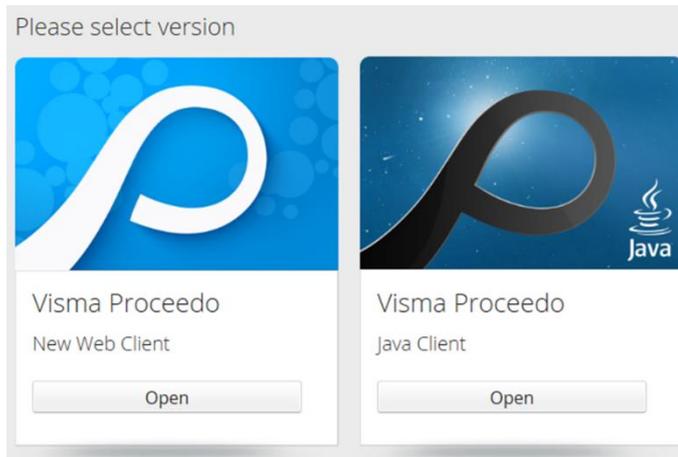


Important information about Lupin (Proceedo)

As of today, all Lupin users will have access to both the Java client and the new web client which is not Java-dependent. Select your version when logging in:



1. Primarily use the Java client (box to the right)
2. Secondly use the new web client (box to the left)

Why two versions?

The new web client is being further developed and improved by the supplier and is not yet fully performing to our standards – mainly with regard to the access to contract information. However, an increasing number of browsers no longer support Java; therefore, all users need access to both clients. As long as the system works in your computer environment, we recommend that you continue to use the Java client. If you are no longer able to log in to the Java client, simply select the new web client instead.

Brief information about the new version

In the new version, both the invoice management and ordering features are working, but the information about contract numbers, contact details for account managers and contract managers is only available as an overview. More detailed contract information with appended documents is still missing in the new version. Instead of being divided into agreement categories, the new version has product categories that provide guidance on ranking or competition. However, to make sure everything is correct, check the contract information in the Java client. If you are unable to log in to the Java version, please enlist the help of a colleague who can, or contact inkop@eken.lu.se.

More information:

- There are continuous updates involving new functionality in the web client. Subscribe to Inköpsnytt or Ekonominytt to receive information about these updates. [Subscribe here](#).
- FAQs, user guides etc. are published and updated regularly on the [Staff Pages](#). Soon you will also be able to find user guides for the new web version on these pages.

Note that when you log out of the web client, you will automatically be taken to Visma Proceedo's general log in page. This page cannot be used; you must always use <http://Lupin.adm.lu.se> to log in to Lupin.



[EN ENGLISH](#)

LUNDS UNIVERSITET

Du är i färd med att logga in i Lupin

För att logga in, ange din användaridentitet till: Lupin nedan: **UTAN "@lu.se"** på slutet

Användarnamn:

Lösenord:

LOGGA IN

Detta är Lunds universitets identitetsgivare (eng. Identity Provider, IdP) och används av de flesta webb-baserade IT-tjänster till universitetet. Identitetsgivaren tillåter Dig att logga in och du som användare ansvarar endast för användarnamn och lösenord en gång och blir därefter automatiskt inloggad i efterföljande IT-tjänster. För att kunna logga in med ett annat konto var vänlig använd webbläsarens funktion för att starta en ny privat webbläsarsession. När du avslutar din inloggning var vänlig att stänga webbläsaren, särskilt om du gjort inloggningen från en public dator.

Vid problem med inloggning kontakta LU Servicebuss, +46 46 222 90 00

För regelverk om användande av identitetsgivaren se nedanstående länkar:

[Användarvillkor](#) [Hjälp till dig av personuppgifter](#)

Contact

General system support:

servicedesk@lu.se

+46 46 222 9000, Mon–Fri 8:00–17:00

Procurement and purchasing questions:

inkop@eken.lu.se

Invoice and accounting questions:

lev@eken.lu.se

+46 46 222 4600, Mon–Fri 10:00–12, 13:00–15:00