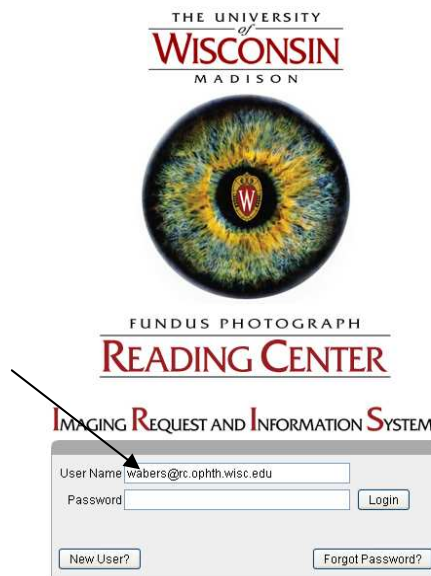


New Users

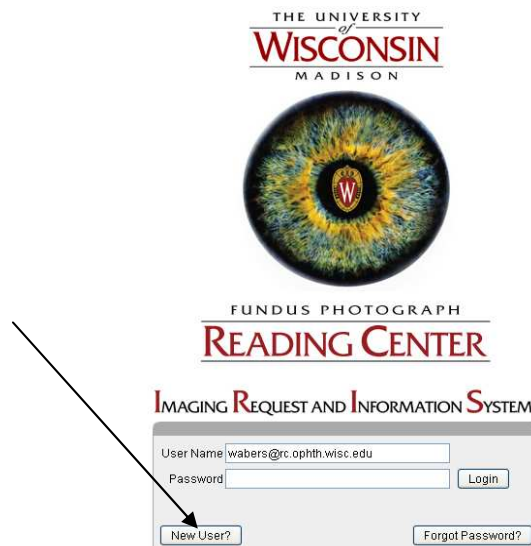
These instructions are only for establishing a username and password that can be used to access “FPRC Portal.” Go to the URL <https://iris.ophth.wisc.edu> to setup your username and password. Once a username and password have been established you must go to the URL for “FPRC Portal” <https://fprcportal.ophth.wisc.edu/>, enter the username and password, then you can proceed to upload files.

1. Enter the User Name provided by the FPRC. The User Name is an email address that is



unique and one that only the user should have access to.

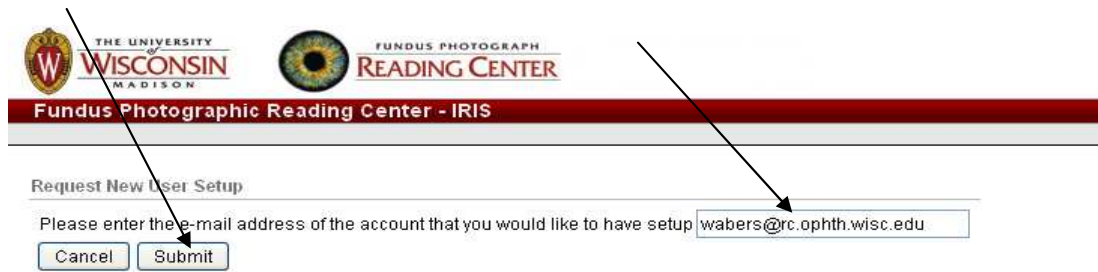
2. Select “New User?” button.



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3. Enter your User Name again and select the “Submit” button.




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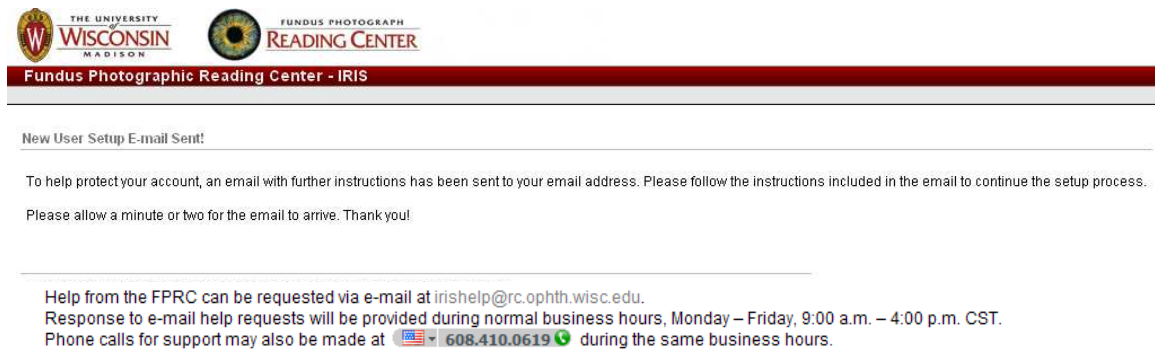
Fundus Photographic Reading Center - IRIS

Request New User Setup

Please enter the e-mail address of the account that you would like to have setup

Help from the FPRC can be requested via e-mail at irishelp@rc.ophth.wisc.edu.
Response to e-mail help requests will be provided during normal business hours, Monday – Friday, 9:00 a.m. – 4:00 p.m. CST.
Phone calls for support may also be made at  608.410.0619  during the same business hours.

4. After the “Submit” button is clicked, a notice will display stating that an email has been sent to the email address (your User Name).





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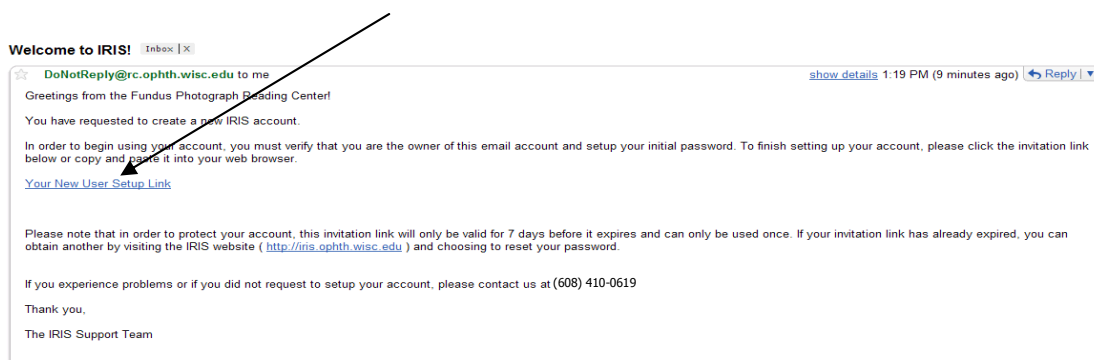
New User Setup E-mail Sent!

To help protect your account, an email with further instructions has been sent to your email address. Please follow the instructions included in the email to continue the setup process.

Please allow a minute or two for the email to arrive. Thank you!

Help from the FPRC can be requested via e-mail at irishelp@rc.ophth.wisc.edu.
Response to e-mail help requests will be provided during normal business hours, Monday – Friday, 9:00 a.m. – 4:00 p.m. CST.
Phone calls for support may also be made at  608.410.0619  during the same business hours.

5. You will need to access the email sent to this email address.
6. From within the email you receive from the FPRC, click on the link “Your New User Setup Link”.



Welcome to IRIS! Inbox | X

DoNotReply@rc.ophth.wisc.edu to me show details 1:19 PM (9 minutes ago) Reply

Greetings from the Fundus Photograph Reading Center!

You have requested to create a new IRIS account.

In order to begin using your account, you must verify that you are the owner of this email account and setup your initial password. To finish setting up your account, please click the invitation link below or copy and paste it into your web browser.

[Your New User Setup Link](#)

Please note that in order to protect your account, this invitation link will only be valid for 7 days before it expires and can only be used once. If your invitation link has already expired, you can obtain another by visiting the IRIS website (<http://iris.ophth.wisc.edu>) and choosing to reset your password.

If you experience problems or if you did not request to setup your account, please contact us at (608) 410-0619

Thank you,

The IRIS Support Team

Fundus Photograph Reading Center

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Department of Ophthalmology and Visual Sciences

7. This link will take you back to IRIS where you will enter your User Name again and then select the “Submit” button.

Fundus Photographic Reading Center - IRIS

Verify e-mail address

Welcome to IRIS!

You are seeing this page because you either requested to have your password reset, or because you are setting up your password for the first time. For security reasons, please enter your e-mail address (your IRIS account name) and click "Submit".

E-mail Address

Help from the FPRC can be requested via e-mail at irishelp@rc.opth.wisc.edu.
Response to e-mail help requests will be provided during normal business hours, Monday – Friday, 9:00 a.m. – 4:00 p.m. CST.
Phone calls for support may also be made at [608.410.0619](tel:6084100619) during the same business hours.

8. This will take you to a screen where you can setup your password. Enter your password, then re-enter your password. Select the “Submit” button. Password must be at least 6 characters and alphanumeric.

Fundus Photographic Reading Center - IRIS

Choose New Password

Please enter your new password

Please re-enter new your password

Help from the FPRC can be requested via e-mail at irishelp@rc.opth.wisc.edu.
Response to e-mail help requests will be provided during normal business hours, Monday – Friday, 9:00 a.m. – 4:00 p.m. CST.
Phone calls for support may also be made at [608.410.0619](tel:6084100619) during the same business hours.

9. You will be sent to a screen indicating that you have successfully entered your password. **DO NOT** click on the “click here to proceed to the logon page.” You should go to the URL for the “FPRC Portal” <https://fprcportal.opth.wisc.edu/>

