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Registration for "P&I LOGA" Instructions / Questions and Answers

What You Need:

For the one-time registration, you will need a computer or tablet with internet access. Registration is only possible on a desktop device. If you do not have your own PC, you can use the ward computers.

Additionally, you will need a smartphone for the so-called "Authenticator App." We recommend the Microsoft Authenticator app.

Note: If you already have an "Authenticator App" installed on your smartphone, you can skip the first step and proceed directly to Step 2. If you do not yet have an "Authenticator App," please follow the instructions.

1. Install the "Authenticator App"

For security reasons, registration requires two-factor authentication—a double layer of protection for online accounts. You can create this second "factor" using an "Authenticator App." We recommend the Microsoft Authenticator app, which you can download for free from your smartphone's app store (Google Play Store or Apple App Store).

Scan the QR code on the right with your smartphone to go directly to your app store and download the app. Alternatively, click this [link](#) on your smartphone.

Once you have successfully downloaded the app, you can proceed with registration in P&I LOGA. You will need the app later in the registration process.



2. Open the Registration Page

In the email you received for registration, you can click the registration link. Alternatively, you can enter this link in your internet browser:

<https://diamaria.pi-asp.de/loga3/>

On the login page, click the "Register here" button.

You will be redirected to the LOGA registration page.

The screenshot shows the LOGA3 registration page. At the top, the text "LOGA3" is displayed in a large, bold, black font. Below this, there are three input fields for registration details:

- E-Mail: A text input field.
- Personalnummer: A text input field.
- Geburtsdatum: A date input field with the example "z. B. 18.03.2014" shown below it.

At the bottom of the form, there is a red button with a white arrow pointing right, labeled "REGISTRIEREN", followed by the text "oder hier anmelden" in a smaller font.



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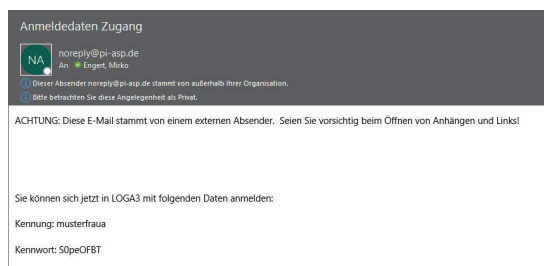
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3. Enter Data & Register

The following information is required for registration:

- Email address (the one you provided on the Martha-Maria website)
- Your 6-digit personnel number
- Your date of birth (in dd.mm.yyyy format, e.g., 26.03.1983)

Click the "REGISTER" button. After entering the required information, you will receive an email with your login credentials. The sender of the email is noreply@pi-asp.de, and the subject line is "Login Details."



4. Anmeldung in LOGA

Log in to LOGA Click "Log in here" to return to the LOGA login page. You will be taken to the LOGA login page: Enter the login credentials (username + password) you received by email.

Then, click the "LOG IN" button.



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5. Change Your Personal Password

After your first successful login, you will be prompted to create a new personal password. The current password is the one you received by email. Set your new password now, and make sure to follow the displayed password rules.



Click the "CONFIRM" button.

6. Set Up Two-Factor Authentication

Open the Authenticator App on your smartphone.

- Scan the QR code displayed by P&I LOGA using the Authenticator App.
- Once you have successfully linked your LOGA account with the Authenticator App, you can log in via the login page using your new personal password.

7. Log In & Enter Two-Factor "Token"

After entering your username and password, you will be prompted to enter a "Token." The "Token" is a one-time code generated by the Authenticator App. Open the Authenticator App and enter the displayed "Token."

The "Token" is only valid for a short time. If the "Token" has already expired, you can easily generate a new one in the Authenticator App.

Enter the generated "Token" in the login field. In the example: 531926.

Then, click the "LOG IN" button to complete the login process.

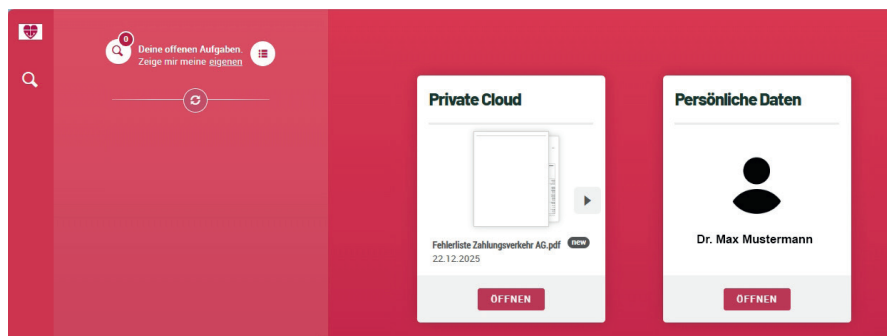


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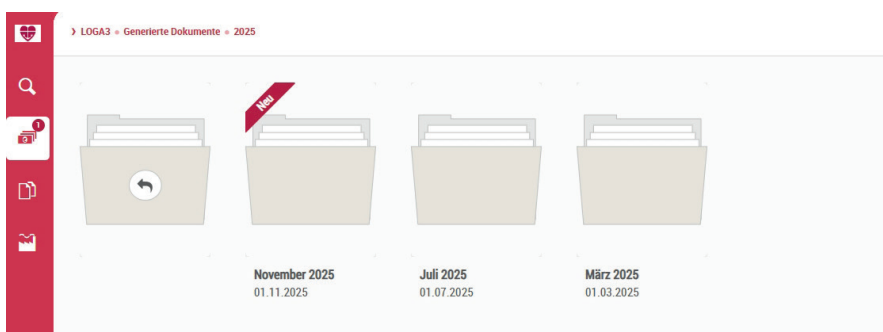
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How Do I Find My Payslip in P&I LOGA?

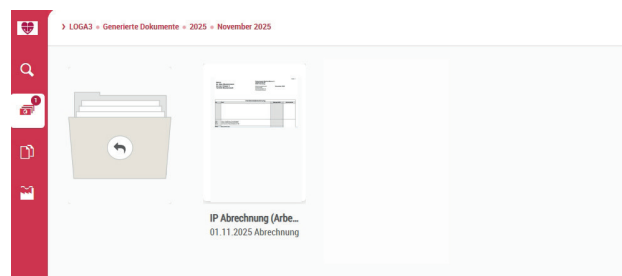
After successfully logging in, you will be taken to the LOGA dashboard. In the "Private Cloud" tile, you will find your documents in folders. To view your payslip, click the "OPEN" button in the "Private Cloud" tile.



Your documents are organized by year and month in the respective folders. Click on the folder you wish to view to open it and display the documents inside.



Click on the document you want to open. If you wish, you can download it as a PDF.





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Use P&I LOGA as an app on your smartphone

You can use P&I LOGA not only on your PC desktop application but also as an app on your smartphone (Apple/Android). To activate the app for the first time, you'll also need a desktop computer – such as your work or your private computer.

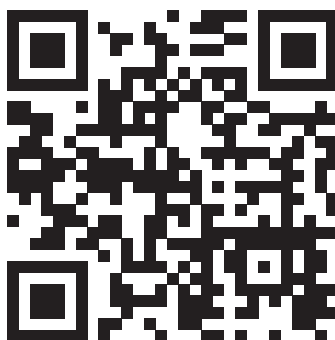
1. Install the P&I LOGA 3 App

You can download the app—just like your other apps—from your smartphone's app store. To do this, scan the following QR code or visit the link below on your smartphone:

Apple App Store (iOS)



Google Play Store (Android)



Apple App Store (iOS):

<https://apps.apple.com/de/app/p-i-loga3/id1312797903>

Google Play Store (Android):

<https://play.google.com/store/apps/details?id=com.loga3app>

Once installed, log in using your credentials (username + password).

2. Logging in to LOGA on your personal computer

Log in to P&I LOGA on your PC as usual using your credentials (username + password). You can access the login page here: <https://diamaria.pi-asp.de/loga3/>

3. Logging into the LOGA3 App

Open the LOGA3 app on your smartphone and log in with your credentials (username + password).

09:33
App Store



Willkommen bei LOGA3!

Um sich erstmalig anzumelden, benötigen Sie einen gültigen QR-Code. Diesen können Sie jederzeit im Benutzermenü des Webportals über die Option „App-Registrierung“ generieren.

QR-Code Anmeldung

Sie sind noch nicht registriert?
[Hier registrieren](#)

Keine Anmeldung per QR-Code möglich?

Manuelle Anmeldung

Hierfür benötigen Sie zusätzlich zu Ihren Login-Daten die URL-Adresse und ggf. das Datenbankkürzel Ihrer Umgebung.

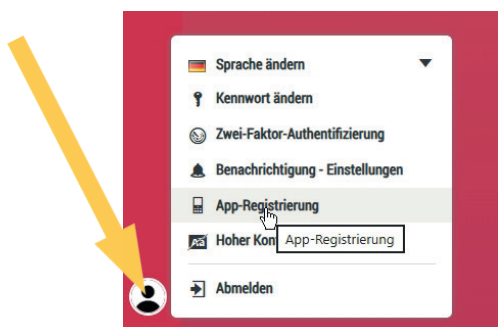


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4. Aktivierung der LOGA3 App

Wählen Sie am Desktop-PC (wo Sie sich zuvor in Ihr LOGA3-Konto eingeloggt haben) das Benutzermenü unten links



Nun erscheint automatisch Ihr individueller QR-Code. Diesen können Sie nun mit der LOGA 3 App scannen. Danach werden Sie automatisch eingeloggt.



5. Benachrichtigungs-E-Mail

An die in P&I LOGA hinterlegte E-Mail-Adresse wird automatisch eine Informationsmail verschickt, die Sie darüber informiert, dass Ihre Kennung in der LOGA 3 App registriert wurde.