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User Identity Verification Procedure for Learning Platform Access

v1.0

ICE Arabia for Training (Saudi Arabia)

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1. Introduction

To ensure the security and privacy of all users on the Virtual Learning Environment (VLE), access to the platform is protected by a two-factor authentication (2FA) process linked to the student's email address.

This document outlines the identity verification procedure for accessing the learning platform at <https://learn.icemalta.com>.

Each student is required to undergo identity verification during every login session.

The process includes:

- Inputting personal login credentials (username and password).
- Receiving a unique one-time 2FA code sent to their registered email address.
- Inserting the 2FA code into a secure web form for final verification.
- Only after successful authentication, access to the VLE is granted.

This system ensures that all beneficiaries accessing the platform are authenticated securely, protecting both their personal information and the integrity of the educational environment.

For any further verification or audit purposes, additional system logs demonstrating successful and failed login attempts can be made available upon request.

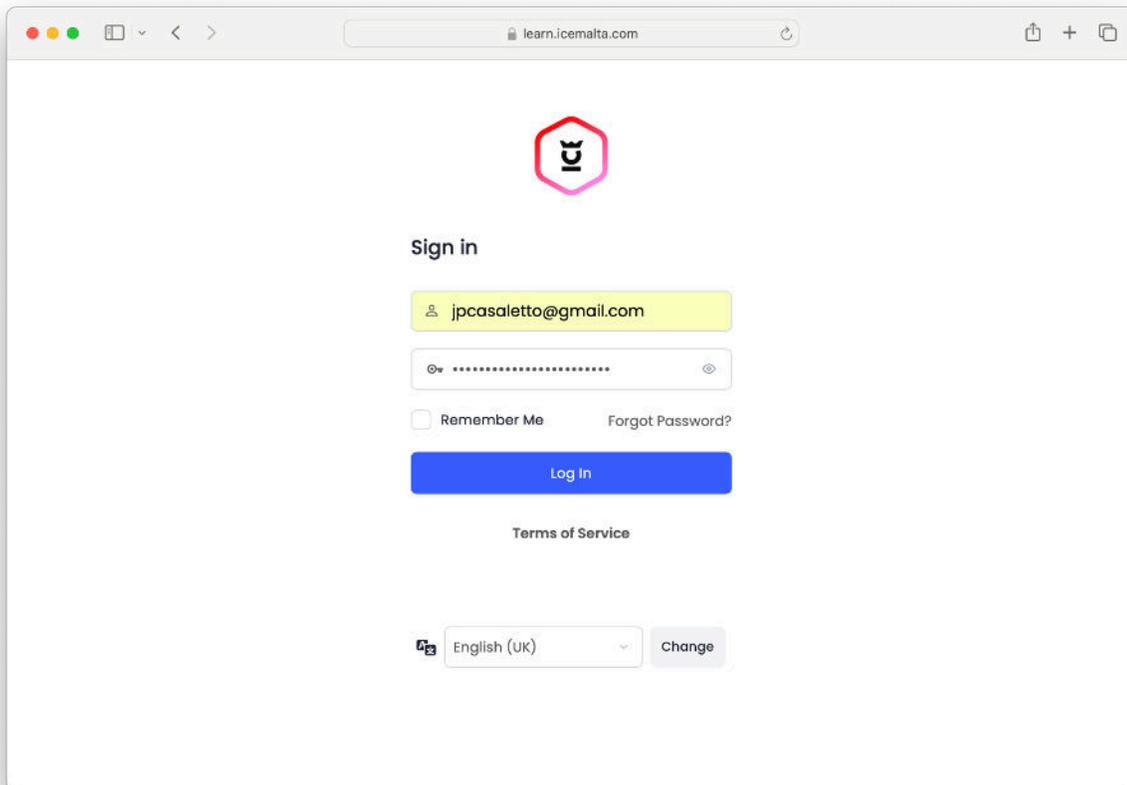
2. Access Instructions

Step 1: Navigate to the ICE Learning Platform

- Open your preferred web browser.
- Go to <https://learn.icemalta.com>.

Step 2: Enter Your Login Credentials

- Enter your **Username** (provided during your course registration).
- Enter your **Password**.
- Click "**Login**".



learn.icemalta.com



Sign in

Remember Me [Forgot Password?](#)

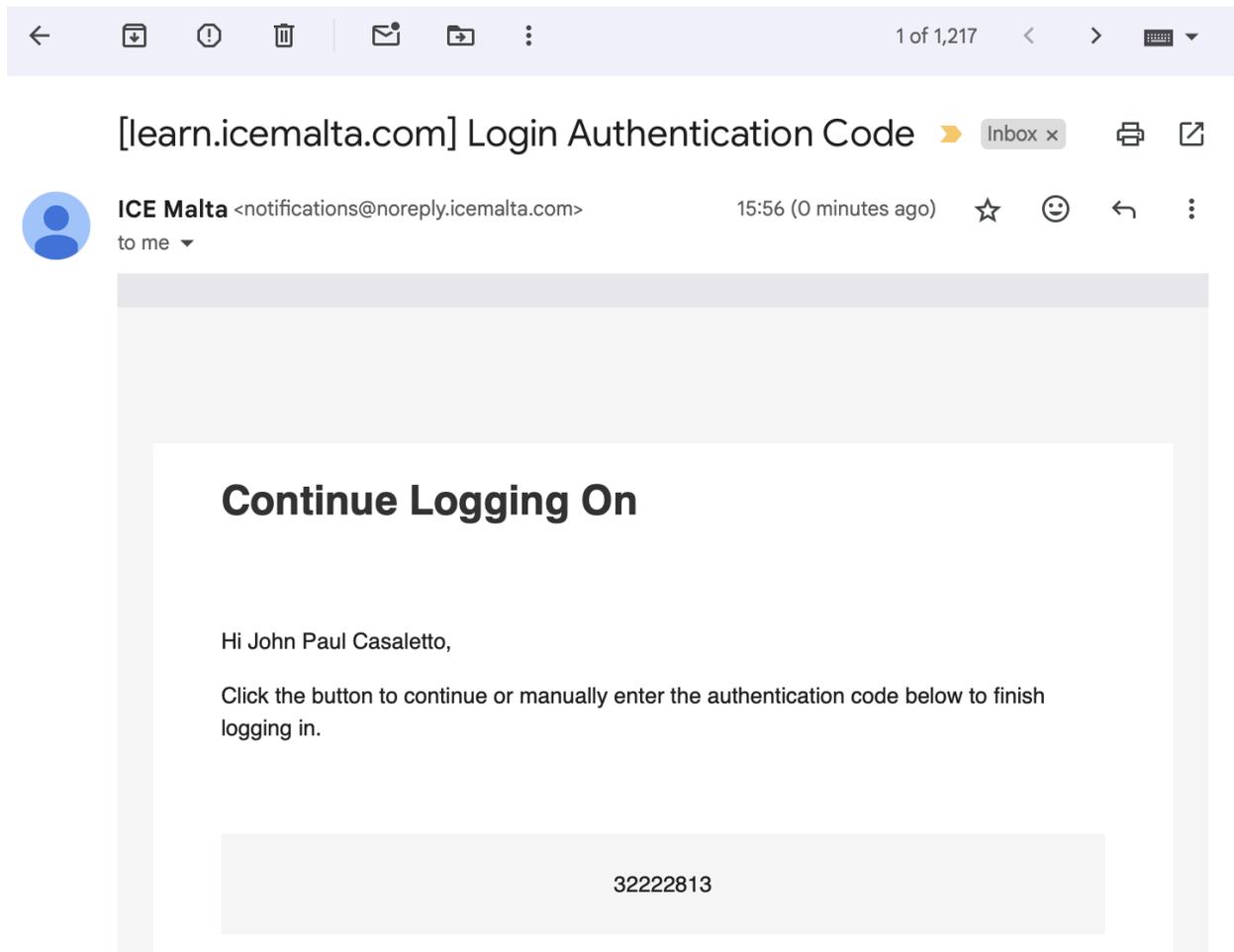
[Log In](#)

[Terms of Service](#)

[Change](#)

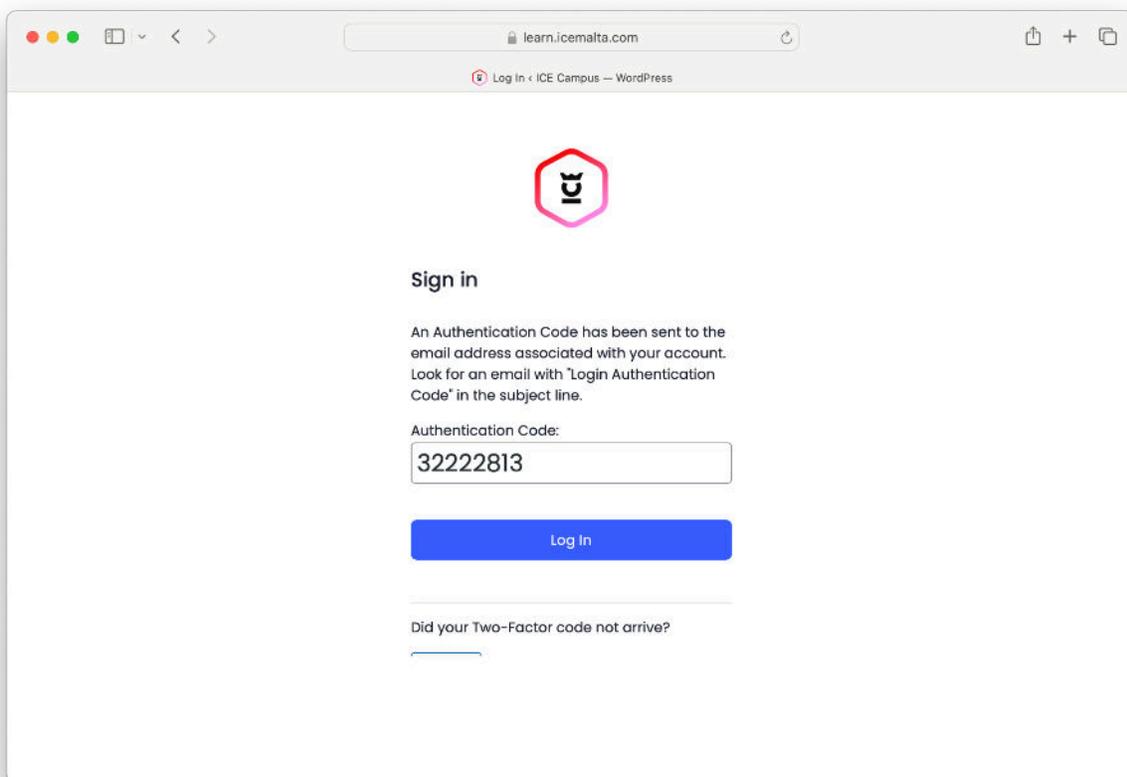
Step 3: 2FA Verification Code Sent to Email

- After entering your login credentials, a **unique 2FA code** will automatically be sent to your registered **email address**.
- Open your email inbox and locate the email from **ICE Malta VLE** containing your **one-time 2FA code**.



Step 4: Enter the 2FA Code

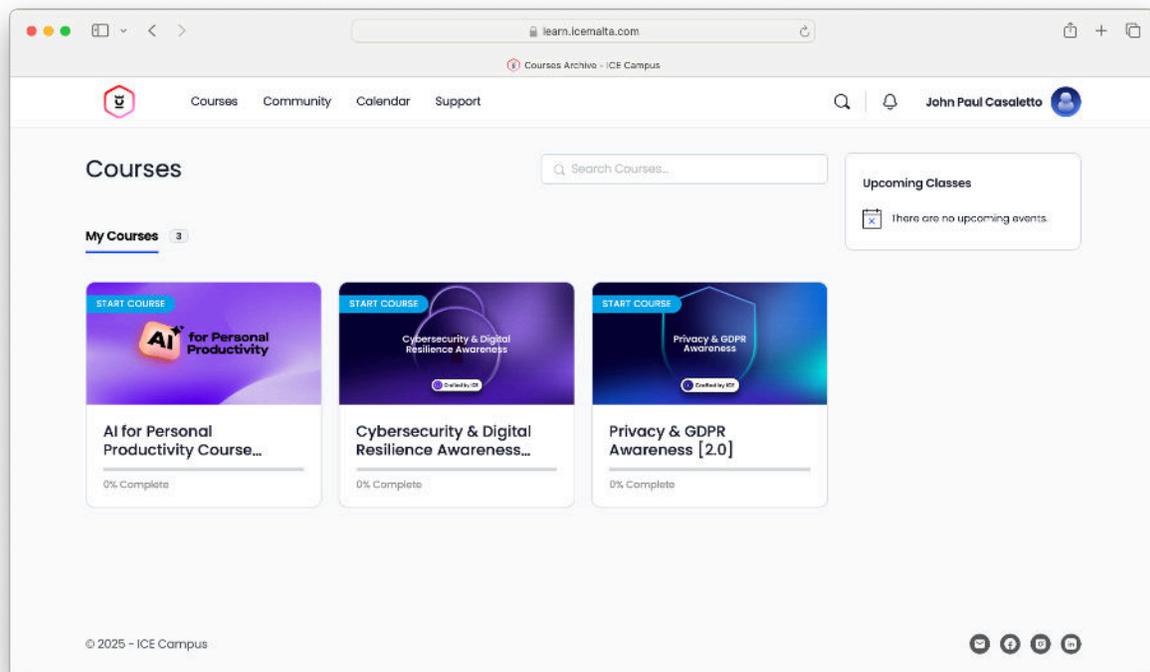
- Return to the login page where you will be prompted to enter your **2FA verification code**.
- Type in the **8-digit code** you received via email.
- Click "**LOG IN**".



The screenshot shows a web browser window with the address bar displaying 'learn.icemalta.com'. The page title is 'Log In - ICE Campus - WordPress'. The main content area features the ICE logo (a pink hexagon with 'ICE' inside) at the top. Below the logo, the heading 'Sign in' is followed by a message: 'An Authentication Code has been sent to the email address associated with your account. Look for an email with "Login Authentication Code" in the subject line.' Underneath, the text 'Authentication Code:' is followed by a text input field containing the code '32222813'. A blue 'Log In' button is positioned below the input field. At the bottom, there is a link for 'Did your Two-Factor code not arrive?'.

Step 5: Access Granted

- Upon successful verification, you will gain full access to your **ICE Virtual Learning Environment**.
- You can now access your courses, assignments, announcements, and other resources.



3. Notes

- **Security Tip:** Never share your login credentials or 2FA code with anyone.
- **Code Expiry:** The 2FA code expires after **2 minutes**. If expired, repeat the login process to receive a new code.
- **Support:** If you encounter any issues during login, please contact **student@icecampus.com** for assistance.