

## Creation of a PDF export

### Registration (required for PDF creation)

1. You must be logged in and registered to create a PDF export. Click on "login" at <https://www.input-list.com/search.html#/> to log in to FiBL SSO or to register for the first time.

**Please note:** the password must contain at least 12 characters and one capital letter.

A confirmation link will then be sent to the e-mail address provided. If you click on the confirmation link, you will be redirected back to <https://www.input-list.com/search.html#/> and have successfully registered and logged in to FiBL SSO.

The image shows two screenshots of the FiBL SSO interface. The left screenshot is the login page, titled 'Sign in to your account', with fields for 'Username or email' and 'Password'. Below these are a 'Remember me' checkbox and a 'Forgot Password?' link. A blue 'Sign In' button is circled in yellow. Below the login section is a 'New user?' section with a blue 'Register' button, also circled in yellow. An arrow points from the 'Register' button to the right screenshot. The right screenshot is the registration page, titled 'Register', with fields for 'First name', 'Last name', 'Email', 'Username', 'Password', and 'Confirm password'. A red arrow points to the 'Password' field with the text 'at least 12 characters and one capital letter'. A blue 'Back to Login' link is at the bottom left, and a blue 'Register' button is at the bottom right.

Figure 1: Login and registration with FiBL-SSO

- After you have logged in, you will be automatically redirected to the registration page. Here you can now enter your country and optionally your inspection body and control number. Then click on "Check control number" or "Continue without valid control number".

## Registration

Fields marked with \* are required

Land \*

Inspection body (optional)

Control number (optional)



Figure 2: Registration in the input list part 1

- Complete the registration. You must enter your e-mail address, your name and your country. You must also confirm the General Terms and Conditions to finalise the registration. Then click on "Submit". You are now successfully registered.

## Registration

Fields marked with \* are required

Land \*

Main address

Email \*

Name \*

Street

Postcode

City

Country code \*

Different invoice address

Contact person data

General terms and conditions

Here you can find our current [GTC](#)

I have read and accepted the terms and conditions.

Figure 3: Registration in the input list part 2

## Create PDF export

1. Search for the desired products at [https://www.input-list.com/search.html#/.](https://www.input-list.com/search.html#/) To do this, use the filter "Standard" and/or "Category" and then click on "Search".

**Important note:** A maximum of 300 products can be exported as a PDF.

2. Under the search results you will find the tab "Export PDF", click on it.
3. Next click on "download print report". The PDF file with the extract from the input list is now created (see Figure 4).

The screenshot shows the search interface with the following elements:

- List/Country:** EU
- Product:** (empty text box)
- Company:** (empty text box)
- Standard:** EU organic legislation
- Category:** Select category
- Archive ?
- Buttons:** Reset, Search

**Search results - 74**

Tabs: See list, **Export PDF** (highlighted with step 2)

**Search results as PDF**

Here you can download the search result in PDF format

- ✓ Search result is available
- ✓ Export is limited to 300 products
- ✓ Standard selected

**download print report** (highlighted with step 3)

Figure 4: Steps for creating a PDF export