

If your account has not been defined correctly

- Login into [SharedDesk utility](#) using your ULCN credenatials.
- You will now see a message stating: "Your account has been created, but you still need to be added to the correct organisation" and "please contact UFB - Shared Desk shareddesk@ufb.leidenuniv.nl".
- You mail to shareddesk@ufb.leidenuniv.nl that you are a Sterrewacht person and need access to the system
- You will receive a confirmation email from shareddesk@ufb.leidenuniv.nl that your account has been assigned to the correct organisation unit.
- Re-login to the [SharedDesk utility](#) and you can now see the meeting rooms and are allowed to book them.

From:

<https://helpdesk.physics.leidenuniv.nl/wiki/> - **Computer Documentation Wiki**

Permanent link:

https://helpdesk.physics.leidenuniv.nl/wiki/doku.php?id=strw:meetingroom_error

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