Welcome to the CDER NextGen Portal

This guide provides the essential information you need to request an account with the CDER NextGen Portal. The sections cover creating and activating an account, as well as enrolling in and using the Multi-Factor Authentication process. For technical support, email CDER Platform Support staff at edmsupport@fda.hhs.gov.

Click here to access the CDER NextGen Portal
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Requesting a Login
This section describes how to complete the first step in the access request process: submitting a login request.

**Step 1.** Navigate to CDER NextGen Portal by accessing: [https://edm.fda.gov](https://edm.fda.gov)

**Step 2.** Click Sign up.

When signing up, please ensure you are using one of our supported browsers. These browsers include Internet Explorer, Google Chrome, and Mozilla Firefox. Please also ensure your browser allows for the use of third-party cookies. If you have any issues enabling third-party cookies, please contact your IT Support.
Step 3. Enter in your Personal Information: First Name, Last Name, Email Address, Office Phone Number and extension, if applicable.

Step 4. Enter your Organization Name and DUNS Number, then click Search. Select your company from the search.

Step 5. Review the Terms and Conditions for the site.

Step 6. Confirm that you agree to the Terms and Conditions by selecting the box next to “I have read and agree to the Terms and Conditions stated above.”

Step 7. Click Create Account.
Step 8. After clicking Create Account, you will be navigated to a confirmation message stating that your account has been created and that you need to check your email to complete the login request process.

Step 9. Once you have received your email, click on the Activation Link.

Multi-Factor Authentication (MFA)

To protect information in your account, the CDER NextGen Portal enforces contextual MFA through your email. Multi-Factor Authentication (MFA) is used as an added layer of security, and you may be prompted for MFA on future login attempts.
Step 10. You will now be able to **Create your Password**, select your **Forgot Password Question** and select a **Security Image**.
Logging into the CDER NextGen Portal for the First Time

**Step 1.** Navigate to the CDER NextGen Portal by going to: [https://edm.fda.gov](https://edm.fda.gov)

**Step 2.** Enter your email address as the Username.

**Step 3.** Enter your new password.

**Step 4.** Confirm that you agree to the terms and conditions of the site by selecting the checkbox.

**Step 5.** Click Sign In.
**Step 6.** Once you have logged in, you will land on the CDER NextGen Portal Home Page where you will be able to access use-cases. If you do not see a use-case you’re interested in, please contact the specific Office to gain access.
Password Reset
**Step 1.** Navigate to [https://edm.fda.gov](https://edm.fda.gov) to access the CDER NextGen Portal.

**Step 2.** On the login page, click **“Need help signing in?”**. The “Need help signing in?” link will expand and display the option "Forgot password?".
Step 3. A “Reset Password” screen will appear requesting your email address. Upon clicking the "Reset via Email" button, the screen will display a message that an email has been sent to you. You will receive an email titled “FDA CDER NextGen Portal – Password Reset Request Received”.

![Sign In Screen](image1.png)
**Step 4.** The Password Reset email will have a link to access your security questions. Once you click the link, answer the security question then click “**Reset Password**.”
**Step 5.** Once you have correctly answered your security question, you will be prompted to input a new password. Click “**Reset Password**” when done entering a new password.
Step 6. After resetting your new password, you will be navigated to the CDER NextGen Portal Home Page where you will login with your new password.
Technical Support
The CDER NextGen Portal (https://edm.fda.gov) has many resources for support.

**CDER NextGen Portal Announcements**
Your CDER NextGen Portal Home Page contains Portal announcements, so users are always in the know.

**Technical Support**
For all technical support, contact CDER Platform Support at EDMSupport@fda.hhs.gov

**Learn More Information**
Everything related to the CDER NextGen Portal events can be found on the “Learn More” link. On the event home page, users can find the “Learn More” link to user guides and FAQs.

**CDER NextGen Portal Training Videos**
The “Training Videos” contains 1-4 minute video clips on how to complete submissions for events on the CDER NextGen Portal.