
IATI Tool: Documentation

IATI Secretariat

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IATI Account lets you manage the information that IATI holds about you and your organisation.

- 1) If you want to use IATI tools, follow the instructions on [how to register with IATI](#).
- 2) If you need to publish data on behalf of your organisation, register (as above) then see [how to join an organisation](#).

i Note

You only need to join an organisation if you are publishing IATI data. This step is not required otherwise.

WHICH IATI TOOLS ARE SUPPORTED?

You can sign in to [IATI Publisher](#) or [AidStream](#) with your IATI Account credentials. Your username is your email address.

No other IATI services support single sign-on yet, but the IATI Secretariat is planning to integrate more. While this work continues, existing login methods will continue to work.

1.1 IATI Registry Migration (Dec 2025)

The [IATI Registry](#) was permanently replaced by a new site, [IATI Account](#), in December 2025. You can find more information about the migration on IATI Connect: [IATI Registry Relaunch \(Dec 2025\)](#).

Read-only information about IATI reporting organisations and their data files is now available on the [IATI Dashboard](#).

1.1.1 What you need to know

- All existing IATI user accounts, organisations, and data file information from the IATI Registry were automatically migrated to the new service.
- You will need to reset your password before signing in to IATI Account for the first time.
- You need to sign in successfully to IATI Account once before you can use IATI Publisher or AidStream. After that, you can sign in to these tools using the same email address and password as IATI Account.

1.2 Register with IATI

To register with IATI, go to the [IATI Account homepage](#) and click “Create account”:



Click “Register” underneath the button to Sign In:

You will be asked to verify your account by entering a 6 digit authentication code sent to your email address.

iati International Aid
Transparency Initiative

Sign In

Username

Password

[Forgot password ?](#)

Remember me on this computer

Don't have an account? [Register](#)

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[Privacy Policy](#) English - United States

After signing in to IATI Account for the first time, you will be prompted to complete an onboarding survey. Information collected here will help us signpost you to the most relevant tools and services.

iati International Aid Transparency Initiative

About IATI | Use Data | Publish Data | Contact | Logout

English | Help Docs | Search Q

IATI Tools
IATI Account

Home My Account My Data

Welcome to your new IATI Account

Email address: marius18@example.net

Your name

You've told us that your full name is as below, feel free to change it now if you require. We would also like a short version of your name that we can use when we email you.

For example, your full name could be Dr. Zinhle Mhlongwane, but in everyday informal work you may prefer people to call you Zee. In this case you could set your online name to Zee.

Name:

Marius Test

How do you want to be called online?:

Marius

Mailing list subscriptions

General mailing list

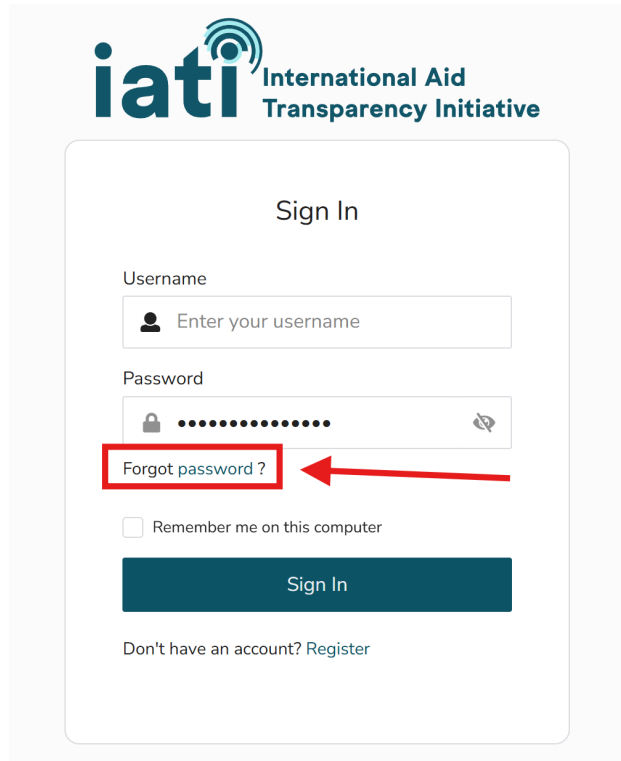
Tip

If you want to publish IATI data, follow the guidance on *how to add yourself to an organisation* next.

1.3 Changing your password

If you have forgotten your password:

- 1) Go to the [IATI Account homepage](#)
- 2) Click “Sign in with IATI”
- 3) Click “Forgot password” under the sign in fields



- 4) Enter your email address
- 5) Use the link in the email you receive to reset your password

Password reset emails for IATI Account are sent from *asgardeo-eu-noreply@wso2.com*. To ensure you receive them, add this address to your safe senders list and check your junk or spam folder.

Note that password reset links expire after 5 minutes.

Note

It is not yet possible to change your password from within IATI Account. Instead, please follow the steps above to reset your password from the sign-in page.

1.4 Edit your user profile

Caution

Some user profile functionality is yet to be launched. This page will be updated as and when new features become available.

1.4.1 Profile information

While signed in to IATI Account, you can view the information you entered for the onboarding survey on the [My Account page](#).

On this page, you can edit your:

- Name
- Preferred languages
- Country and time zone

1.4.2 Deleting your user account

Contact [IATI Support](#) if you need to delete your account.

1.5 Add yourself to an organisation

If you want to publish IATI data, you must be linked to the organisation you're publishing on behalf of.

Before creating a new organisation, check whether yours is already registered with IATI.

Important

You only need to join an organisation if you plan to publish data. If you just want to use IATI tools, *registering as a user* is enough.

1.5.1 Search for an existing organisation

To check if your organisation is already registered with IATI, click 'search for your organisation' on the "My Data" page:

The screenshot shows the IATI Account interface. At the top right, there are links for 'English', 'Help Docs', and 'Search Q'. The main header reads 'IATI Tools' and 'IATI Account'. Below this is a navigation bar with 'Home', 'My Account', 'My Data', and 'Superadmin'. The 'My Data' page title is displayed. A light blue message box contains the text: 'It looks like you're not associated with any organisations. To start, you can [search for your organisation](#), or you can [create a new reporting organisation](#) if your organisation is starting its publishing journey with IATI.' A red box highlights the 'search for your organisation' link, and a red arrow points to it from the right. Below the message box is a dark blue section titled 'Additional Information'.

You can search for your organisation by name or country. Organisations that are already registered with IATI will appear in the list. Click on the one you want to request to join:

1.5.2 Create a new organisation

If your organisation is not yet registered with IATI, there is the option to 'create a new reporting organisation' on the "My Data" page.

You will be prompted to enter information about your organisation:

IATI Tools
IATI Account

Home My Account My Data Superadmin

Home / My Data / Join a Reporting Organisation

Find your organisation

Search for your organisation below and click on the organisation in the table.

Enter some text to filter by organisation name

Filter by country

| ORGANISATION NAME | COUNTRY | ORGANISATION IDENTIFIER |
|---------------------------------------|---------|-------------------------|
| Think Equal UK | | GB-CHC-1174610 |
| ThinkPlace Global Development Pty Ltd | | AU-ABN-61646179688 |
| Time to Change Global (Mind/Rethink) | | GB-CHC-219830 |

Note

You can link your IATI Account to more than one organisation. However, some IATI tools — such as IATI Publisher — only allow each user to work with a single organisation.

1.5.3 Organisation approval

New organisations require approval from IATI Support. We will check your unique IATI organisation identifier and ensure that your organisation is not already registered.

Contact us if you have not received an email within two working days about your organisation’s registration.

1.6 Manage your organisation information

You can view your organisation information on the “My Data” page :

Any organisations that you are associated with will be listed here.

1.6.1 Edit your organisation information

Any admin user from your organisation can edit the following:

- Organisation name
- Country of headquarters
- Organisation type

To edit your organisation’s IATI organisation identifier, please contact the IATI team.

To edit the users associated with your organisation, see *Manage your organisation’s users*.

IATI Tools English Help Docs

IATI Account

[Home](#) [My Account](#) [My Data](#)

Create a new reporting organisation

BASIC ORGANISATION INFORMATION

Organisation name:

Organisation type:

Country:

Operating region:

JUMP TO SECTION

- [BASIC ORGANISATION INFORMATION](#)
- [CONTACT INFORMATION](#)
- [ABOUT YOUR ORGANISATION](#)
- [PUBLISHING INFORMATION](#)

CONTACT INFORMATION

Contact email address:

Telephone number:

English ▾ | Help Docs ⓘ | Search Q

IATI Tools
IATI Account

Home
My Account
My Data

My Data

If you need to join another organisation you can [search by clicking here](#), or if you can [create an new reporting organisation](#) if you are involved in starting another organisation's publishing journey with IATI.

| INTERNATIONAL AID 456 | | ROLE: PENDING |
|-------------------------|--|---------------|
| Organisation short name | international-aid-456 | |
| Country | United Kingdom of Great Britain and Northern Ireland (the) | |
| Region | -- | |
| Organisation identifier | CO-ABC-123456 | |

1.7 Manage your organisation's users

Only admin users from your organisation will be able to make changes to your organisation's user list in IATI Account.

When signed in to IATI Account, you can view your organisation's users at the bottom of its overview page:

| USERS | | | |
|---------------------|-------|--------|--------------------------|
| NAME | EMAIL | ROLE | REMOVE |
| Camilo Alirio López | | Editor | <input type="checkbox"/> |
| Emilie Andersen | | Admin | <input type="checkbox"/> |
| Emilie Næss | | Editor | <input type="checkbox"/> |

1.7.1 User permissions

There are three different permission levels that a user can have within an organisation:

- **Contributor** - this is the lowest permission level. Contributors can add data files or update file metadata.
- **Editor** - In addition to contributor permissions, editors can delete data files and update their organisation's information.
- **Admin** - this is the highest permission level. In addition to editor permissions, admins can approve new users to join the organisation and set user permission levels. They can also update the public visibility of their organisation's data files.

Admin users can change other users' permission levels at any time via their organisation's page.

We encourage admins to regularly check the list of users associated with their organisation to ensure that it is up to date.

1.7.2 Approve a new user

All new users should follow the *instructions on how to register with IATI*.

When a user has registered with IATI and requested to join an existing organisation, all admin users of that organisation will receive an email notification.

One of the admin users will need to approve the new user's request, which will grant them access to the organisation's information and data files.

1.8 Manage your organisation's IATI data files

IATI Account is where you manage information about your published IATI data files.

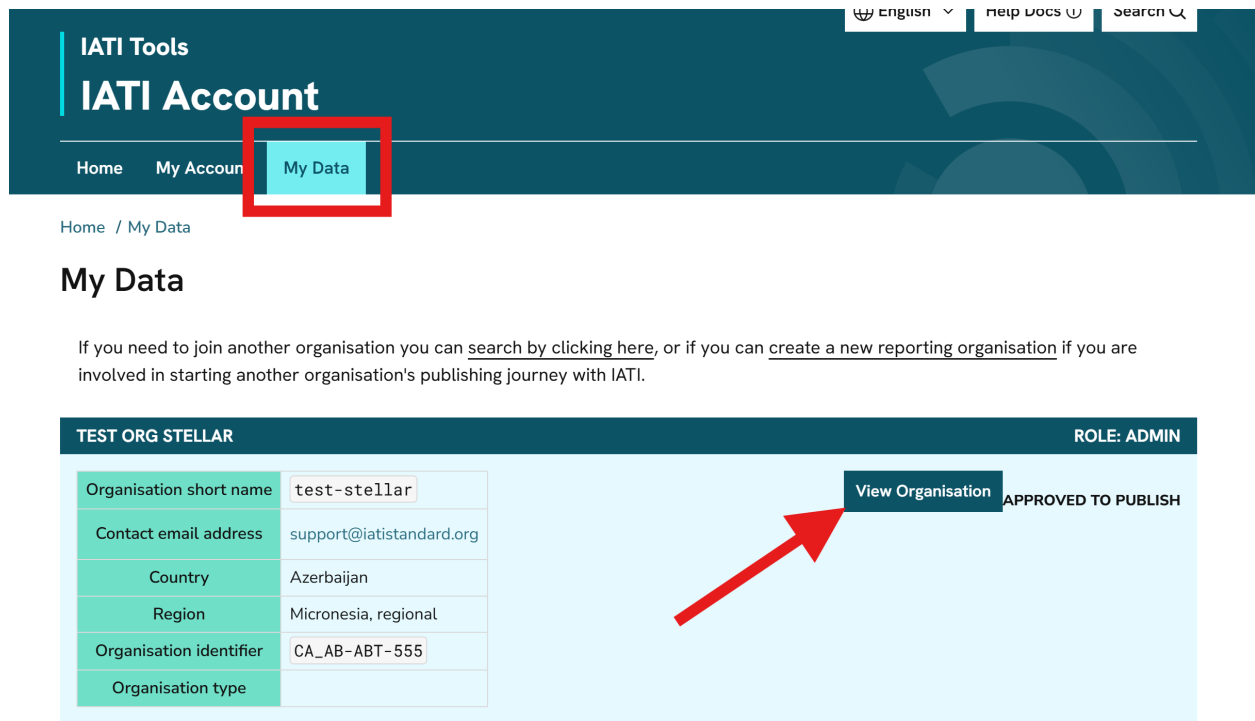
Warning

If you use IATI Publisher, it automatically manages your data file information in IATI Account. You should not edit any file metadata yourself in IATI Account.

1.8.1 View your data files

To view a list of your IATI data files in IATI Account:

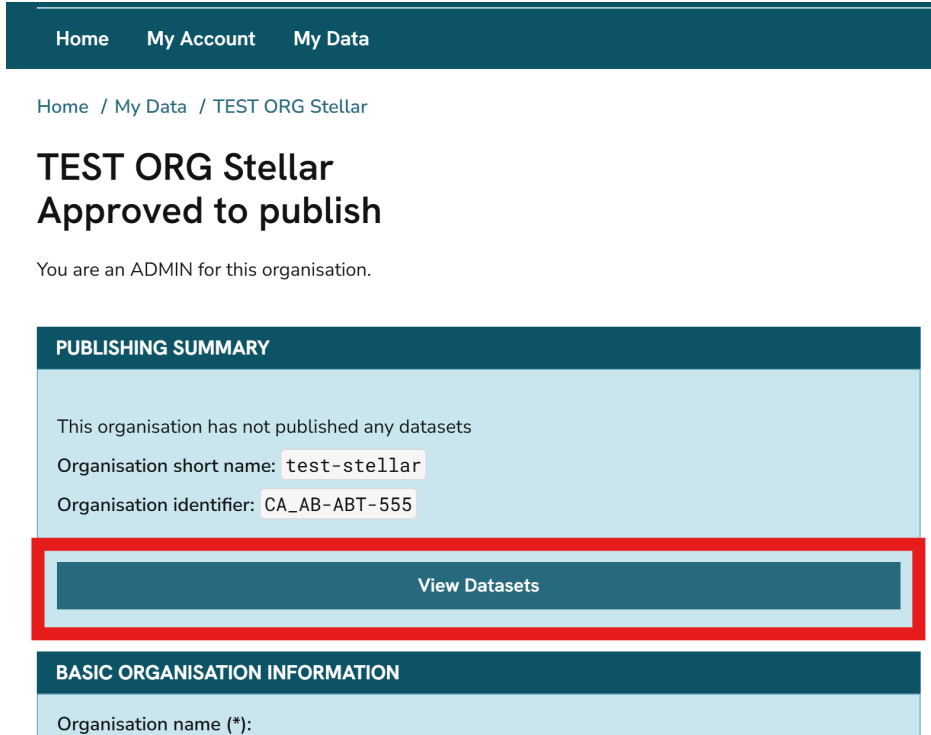
- 1) Go to the 'My Data' page, and click "View Organisation" :



The screenshot shows the IATI Account interface. At the top, there are navigation links for 'Home', 'My Account', and 'My Data', with 'My Data' highlighted by a red box. Below the navigation, the page title is 'My Data'. A table lists organisations, with the first entry 'TEST ORG STELLAR' highlighted. The table has columns for 'Organisation short name', 'Contact email address', 'Country', 'Region', 'Organisation identifier', and 'Organisation type'. The 'TEST ORG STELLAR' entry has the following details: Organisation short name: test-stellar, Contact email address: support@iatistandard.org, Country: Azerbaijan, Region: Micronesia, regional, Organisation identifier: CA_AB-ABT-555, and Organisation type: (empty). To the right of the table, there is a 'View Organisation' button, which is highlighted by a red arrow. The role 'ROLE: ADMIN' is displayed in the top right corner of the table area.

| TEST ORG STELLAR | | ROLE: ADMIN |
|-------------------------|--------------------------|---------------------------------------|
| Organisation short name | test-stellar | View Organisation APPROVED TO PUBLISH |
| Contact email address | support@iatistandard.org | |
| Country | Azerbaijan | |
| Region | Micronesia, regional | |
| Organisation identifier | CA_AB-ABT-555 | |
| Organisation type | | |

- 2) Click "View Datasets" :



1.8.2 Add a new data file

To add information about a new IATI data file for your organisation:

- 1) Click “Create new dataset” on the ‘Datasets’ page:
- 2) Complete the form with information about your new IATI file. This includes its publicly accessible URL:

For more information about IATI XML files, see [Creating your own data files](#).

1.8.3 Edit a data file

To edit the metadata for one of your files, click “View/Edit” next to the relevant file on your organisation’s ‘Datasets’ page:

Attention

IATI Account does not offer a CSV import option for uploading information on multiple data files at once, unlike the IATI Registry. If you need to add or edit a large number of files, please [contact us for advice](#).

1.9 Register Your Data API

The Register Your Data API allows you to read and update information about your reporting organisation and its IATI data files.

See the [Register Your Data API documentation](#) for more information.

Developers can enable users that have an IATI account to log into their application via IATI single sign on. This allows use of IATI APIs such as Register My Data. See our [Developer Guide](#) for more information.

IATI Tools
IATI Account

Home My Account My Data

Home / My Data / TEST ORG Stellar / Datasets

TEST ORG Stellar: Datasets

Approved to publish

You are an ADMIN for this organisation

[Create new dataset](#)

| SHORTNAME | URL | LAST UPDATED | VISIBILITY |
|-----------|-----|--------------|------------|
|-----------|-----|--------------|------------|

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IATI Tools
IATI Account

Home My Account My Data

Home / My Data / TEST ORG Stellar / Datasets / Create a new Dataset

TEST ORG Stellar: Create New Dataset Approved to publish

You are an ADMIN for this organisation.

Dataset name (*):

Dataset short name (*):

URL (*):

Reporting source type (*):

Licence (*):

Visibility (*):

IATI Tools English Help Docs Search Q

IATI Account

[Home](#) [My Account](#) [My Data](#)

[Home](#) / [My Data](#) / [TEST ORG Stellar](#) / [Datasets](#)

TEST ORG Stellar: Datasets

Approved to publish

You are an ADMIN for this organisation.

[Create new dataset](#)

| SHORTNAME | URL | LAST UPDATED | VISIBILITY | |
|---------------|---------------------|--------------|------------|---------------------------|
| AF-activities | https://example.com | | Private | View/Edit |

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