



Teagasc Online Services (GATE)

User Manual - Staff

Version:	03
Status:	Final

Document Control

Contributors		
Name/Position	Organization	Contact Details
NMPHelpdesk	Teagasc	nmphelpdesk@teagasc.ie

Version History				
Date	Changed by	Version	Status	Comments
26/11/25	NMP Helpdesk	01	Draft	Initial Draft
2/12/2025	NMP Helpdesk	02	Updated Sign In – Step 2	Draft
8/12/2025	NMP Helpdesk	03	Updated to remove Registration for Staff	Final

Document sign-off		
Date	Name	Signature

Table of Contents

Introduction	3
1. User Credentials	4
2. First Time Sign-In	4
Step 1	4
Step 2	4
Step 3	5
Step 4	5
3. User Support	6

Introduction

Teagasc are implementing a new Authentication system for web applications. The NMP and Profit Monitor will integrate with the new Authentication system from initiation. Other existing apps and sites will integrate with this authentication system over time.

The New system is called Teagasc Online Services and it uses two factor authentication (2FA) via the MS Authenticator app. Single Sign On (SSO) is also implemented, which means that once a Staff User completes Sign-Up and signs-in on to one of the integrated applications when in a Teagasc office; from this point on they will be able to access the integrated applications without being challenged for credentials.

1. User Credentials

The Username will be the users email address.

The password will be the same password the user uses to logon to their machine.

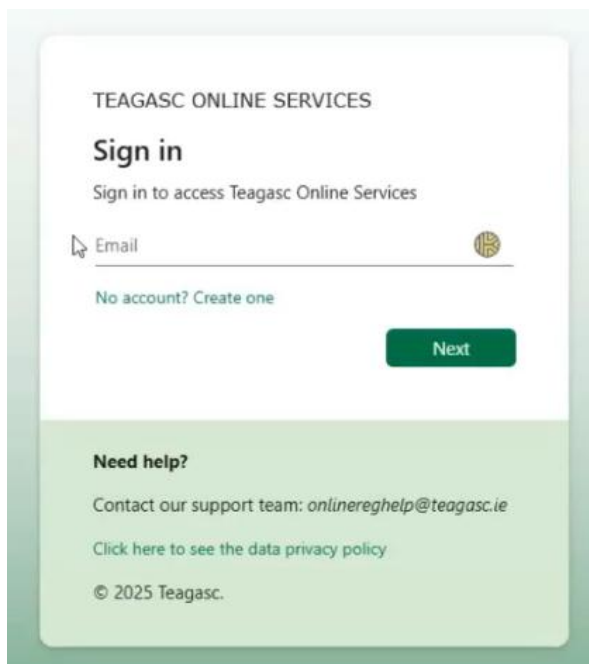
The user must have MS Authenticator app installed on their phone.

2. First Time Sign-In

Step 1

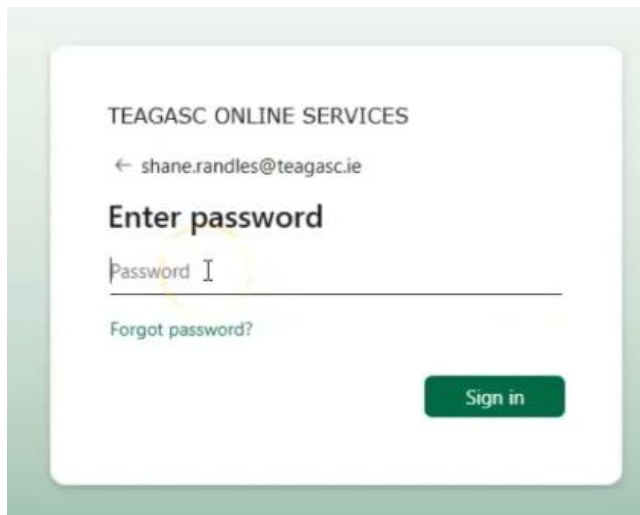
Browse to <https://nmp.teagasc.ie> for NMP or <https://profitmonitor.teagasc.ie> for Profit Monitor

Enter your email on the following screen

The image shows a web browser window displaying the 'Sign in' page for 'TEAGASC ONLINE SERVICES'. The page has a white background with a green border. At the top, it says 'TEAGASC ONLINE SERVICES' in a small, grey font. Below that, 'Sign in' is written in a larger, bold, black font. Underneath, it says 'Sign in to access Teagasc Online Services' in a smaller, grey font. There is a text input field with a cursor icon on the left and a small circular icon on the right. Below the input field, it says 'No account? Create one' in a small, green font. A green button with the word 'Next' in white is positioned to the right of the input field. At the bottom of the page, there is a green section with the text 'Need help?' in bold. Below that, it says 'Contact our support team: onlinereghelp@teagasc.ie' in a small, grey font. Below that, it says 'Click here to see the data privacy policy' in a small, green font. At the very bottom, it says '© 2025 Teagasc.' in a small, grey font.

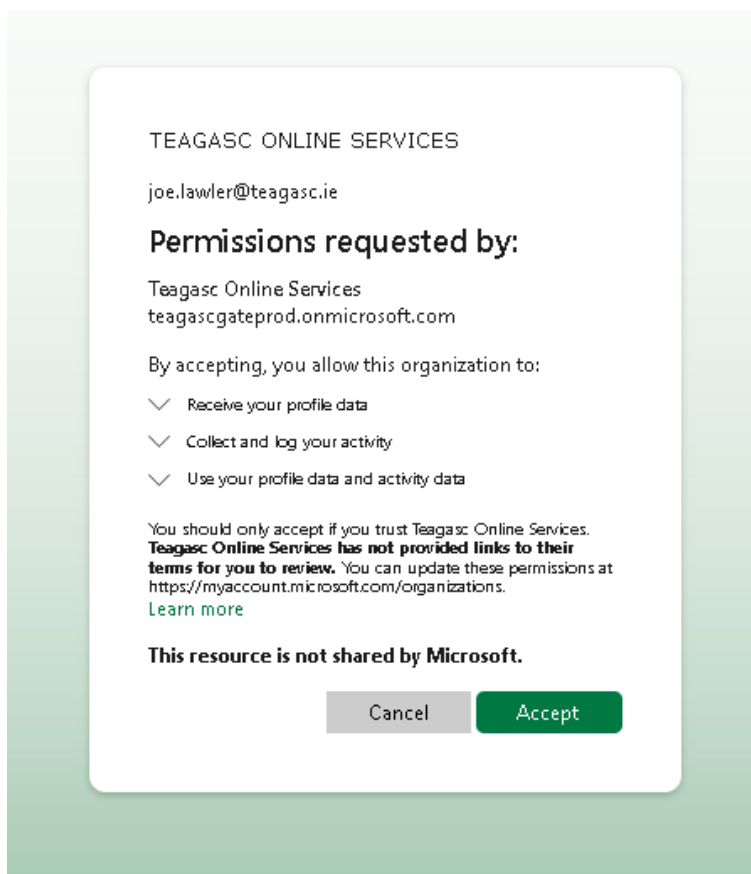
Step 2

Enter the password you use to login to your laptop on the following screen. Please note 'Forgot Password' will not work for Staff. It's only relevant to External Users. If Staff wish to re-set their password, they should re-set their teagascAD account password in the normal way on their laptop.



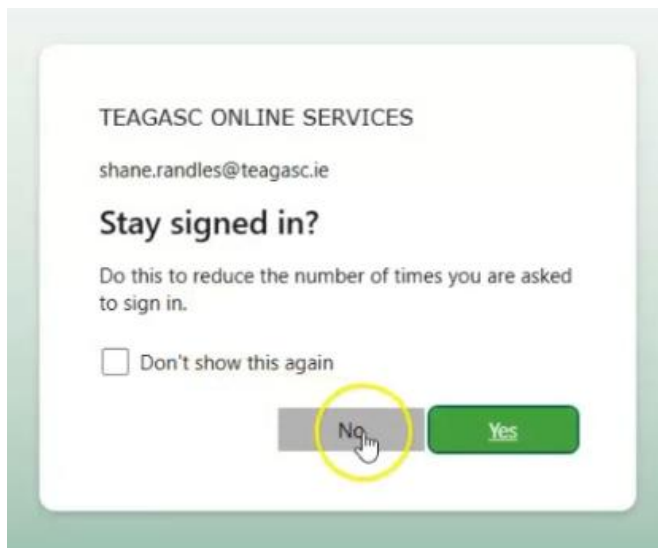
Step 3

Click Accept on the following screen



Step 4

If you want to use SSO on subsequent logins click Yes on the following screen



You should now have access to the desired application

3. User Support

See <https://teagasc.ie/environment/soil/nmp-online/>

Phone: 059 9170296

Email: onlinereghelp@teagasc.ie