



Azienda per il Diritto allo Studio Regione Campania Catering service using the E-Badge system Access guide for users

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a. What to do

The catering service provided by the Azienda per il Diritto allo Studio with the new E-Badge system replaces the previous system based on magnetic smart cards and consists in generating a QR-code on your mobile phone. This code is shown at the point for consumption of the meal.

To access the new system, you need to perform the following four steps:

1. Register yourself, from the online services page of the website www.adisurcampania.it
2. Submit a request, by filling in a short online application form, accessible from the online services page of this website with SPID/CIE or with the credentials obtained during the accreditation phase (in the case of minors or foreigners)
3. Download the Adisurc.EAT App from the Apple or Android store
4. Pair the App with your mobile device

b. Access to the website www.adisurcampania.it

Select the item “Servizi online” on the website www.adisurcampania.it

The screenshot shows the website header for 'Azienda per il Diritto allo Studio Universitario della Regione Campania'. The navigation menu includes 'L'ADISURC', 'Servizi online' (circled in red), 'Albo online', and 'Amministrazione Trasparente'. Below the header, the 'Servizi online' page is displayed, listing various services. The 'Servizio mensa E-Badge' is circled in red, with a red arrow pointing to it from the right. The 'In questa pagina' section lists: Borse di Studio, Residenze, Ristorazione, and Rimborso Tassa Regionale.

c. Website profiling (SPID or CIE)

All applicants having 18 years old and of Italian nationality are obliged to access through SPID or CIE.

- ⚠ **N.B.** As soon as access via SPID or CIE is completed, the basic personal information is automatically recorded.

c.1. Connect to the following URL: <https://tinyurl.com/adisurc-ristorazione>

c.2. Click on the button corresponding to the preferred identification method and log in:



c.3. Accept the General Data Protection Regulation

c.4. Enter the personal data

⚠ Fields marked with a red asterisk * are required

c.5. Enter the data relating to the residence

c.6. Enter the data relating to your document of identity

⚠ The document must be both front and back and in PDF format

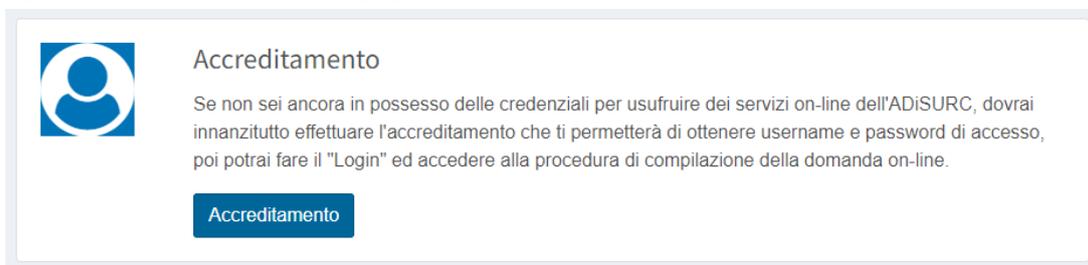
PAY ATTENTION - After completing the application, the student will have to wait 10 minutes to be able to associate the APP and 1 hour to access dining hall.

d. Website profiling (NO SPID/CIE – only applicants having less than 18 years old or foreigners)

In case of a minor or a non-Italian national, it is possible to accredit and access using personal credentials, instead of SPID or CIE

d.1. Connect to the following URL: <https://tinyurl.com/adisurc-ristorazione>

d.2. Click on the button “Accreditamento”



d.3. Accept the General Data Protection Regulation

d.4. Enter the personal data

Fields marked with a red asterisk * are required

d.5. Enter the data relating to the residence

d.6. Enter the data relating to your document of identity

⚠ The document must be both front and back and in PDF format

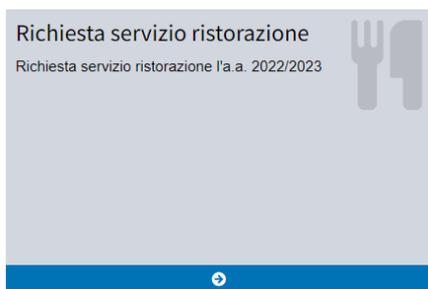
b.7. Chose a password for the account

Once the data entry procedure has been completed, an e-mail will be automatically generated, at the address indicated above, containing the user code to be used together with the password to proceed with the login for the use of the services.

PAY ATTENTION - After completing the application, the student will have to wait 10 minutes to be able to associate the APP and 1 hour to access dining hall.

e. Request catering service

e.1 Once you have logged in to the portal, you need to click on the "*Request catering service*" button as shown in the following image



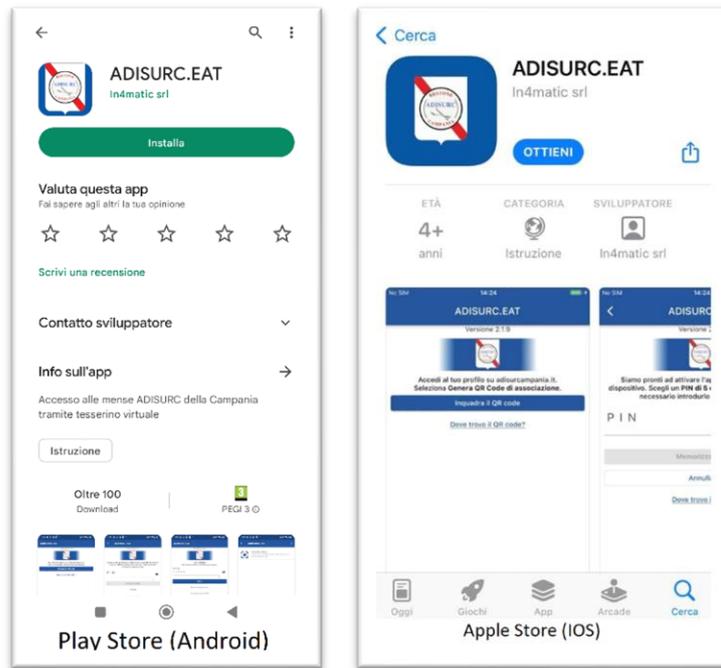
e.2 Check and, if necessary, integrate the data in the tabs that will be displayed during the wizard

e.3 At the end you will be asked to confirm for sending the information entered

PAY ATTENTION - After completing the application, the student will have to wait 10 minutes to be able to associate the APP and 1 hour to access dining hall.

f. Installing the app

f.1 The app is available on both the *Play Store for Android* and the *Apple Store for IOS*, in both cases the name of the app to search for is **ADISURC.EAT**



g. Associating the app

g.1 Within the portal it is necessary to click on the "Association app" button as shown in the following image



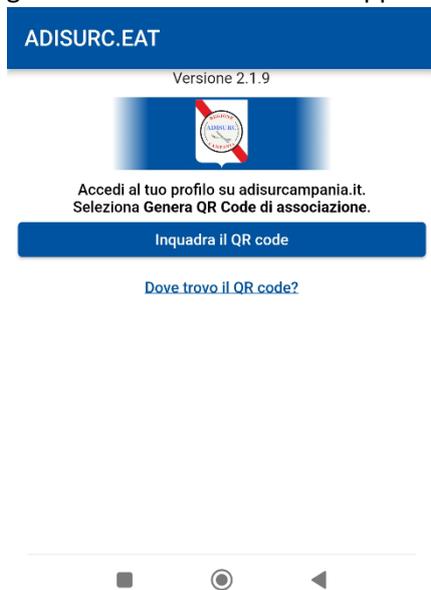
g.2 Then, click on the "Generate Association QR Code" button

Genera QR Code di associazione

g.3 At the QR-Code generation request, press the "YES" button to confirm

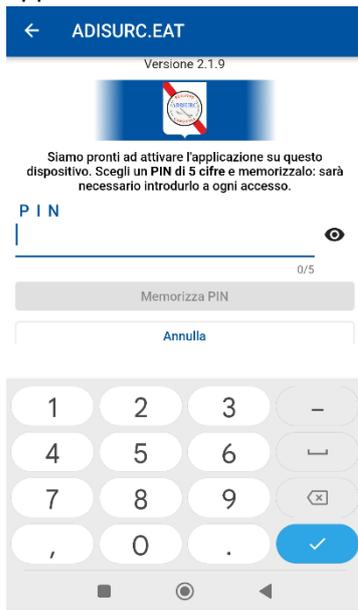


g.4 Access the ADISURC.EAT app and click on the "Frame the QR code" button



g.5 Once the QR-Code has been scanned, you will be asked to generate a 5-digit numerical PIN of your choice.

⚠ N.B. Memorize or keep the PIN in a safe place as it will be necessary for subsequent accesses to the application in order to use the service.

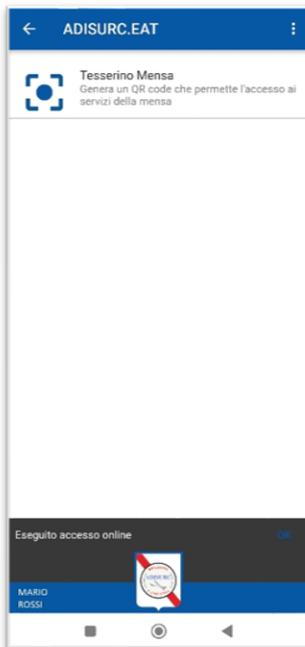


h. Activation of biometric authentication

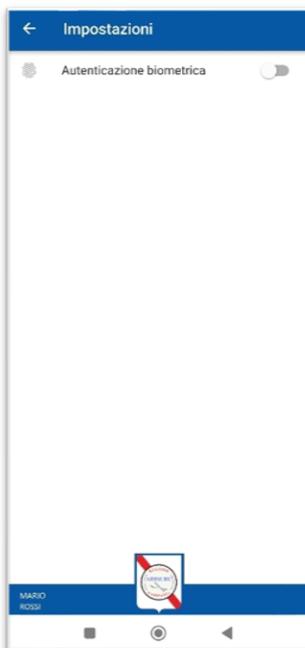
h.1 Log in to the ADISURC.EAT app by entering the PIN generated in point g.5



h.2 Click on the 3 vertical dots at the top right to access the settings



h.3 Enable the "*Biometric authentication*" option and follow the guided procedure from the app.



i. Lost PIN procedure

If the user forgot his access PIN, he must proceed as follows:

i.1 Connect to the following URL: <https://tinyurl.com/adisurc-ristorazione>

i.2 Click on the button “Associazione APP Accesso Mensa”



i.3 Disconnect the device from the *ADISURC.EAT* app by pressing the "premi qui" link as shown in the following figure



i.4 At the confirmation request to dissociate the device, click on the "YES" button

i.5 Access the *ADISURC.EAT* app from your device

i.6 Click on the "I forgot my PIN" button



i.7 On the next screen, click on the "*Force dissociation*" button



i.8 Repeat the procedure in step [g. Associating the app](#)