

EDGAR NEXT

KICK-OFF WEBINAR #3

SEC EDGAR Business Office (EBO)

November 21, 2024 | 11:30 – 1:00 pm



U.S. Securities and
Exchange Commission

DISCLAIMER

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AGENDA

- What is EDGAR Next?
- Individual roles in EDGAR Next
- How should I prepare?
 - Individual/Section 16 filers
 - Filers and filing agents using third-party filing software
 - Filing agents
- Enrolling in EDGAR Next
- Dashboard demonstration
- Q&A



WHAT IS EDGAR NEXT?

Improvements to EDGAR security related to filer access and account management

- To file on EDGAR, all existing EDGAR accounts (also referred to as "CIKs" or "filers") must enroll in EDGAR Next
- Persons associated with filers must access EDGAR with individual account credentials from Login.gov and complete multifactor authentication
- Filers, through account administrators, must manage accounts on the EDGAR Filer Management dashboard
- Through optional Application Programming Interfaces ("APIs") (machine-to-machine communications), filers can make submissions, retrieve information and take account management actions on EDGAR.



INDIVIDUAL ROLES IN EDGAR NEXT

Account administrator (20 max)

- Manages the filer's account on the dashboard, including adding and removing individuals
- Performs annual confirmation
- Delegates authority to file to other EDGAR accounts
- Generates or creates custom CCC

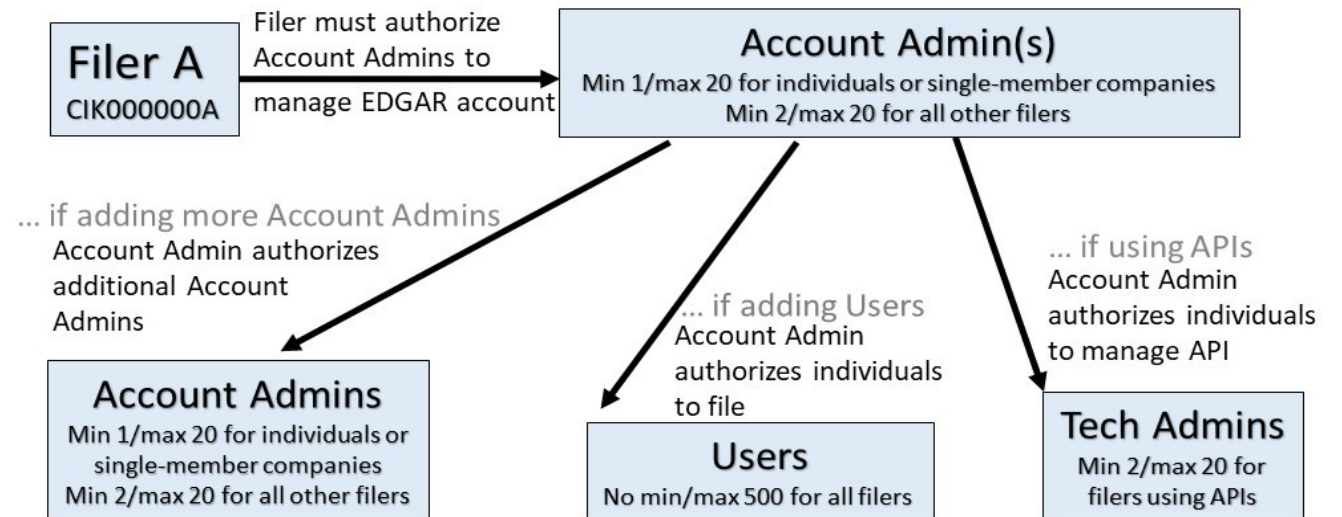
User (500 max)

- Makes submissions on behalf of the filer
- Views CCC

Technical administrator (20 max)

- Generates filer API tokens
- Manages filer's connection to APIs

Diagram 1: Authorization of Individual Roles



INDIVIDUAL ROLES IN EDGAR NEXT

Diagram 2: Key Functions for each Role

Role	Submit filings, view CCC	Generate/change CCC	Manage account administrators, users, technical administrators, and delegated entities	Delegate to another filer	Manage delegated users	Manage filer API token	Manage user API token
Account Administrator	X	X	X	X			X
User	X						X
Technical Administrator						X	
Delegated Administrator	X				X		X
Delegated User	X						X

An individual can have one or more roles for each filer

- Account administrator can be a Technical Administrator but not a User
- Technical Administrator can be a User or an Account Administrator

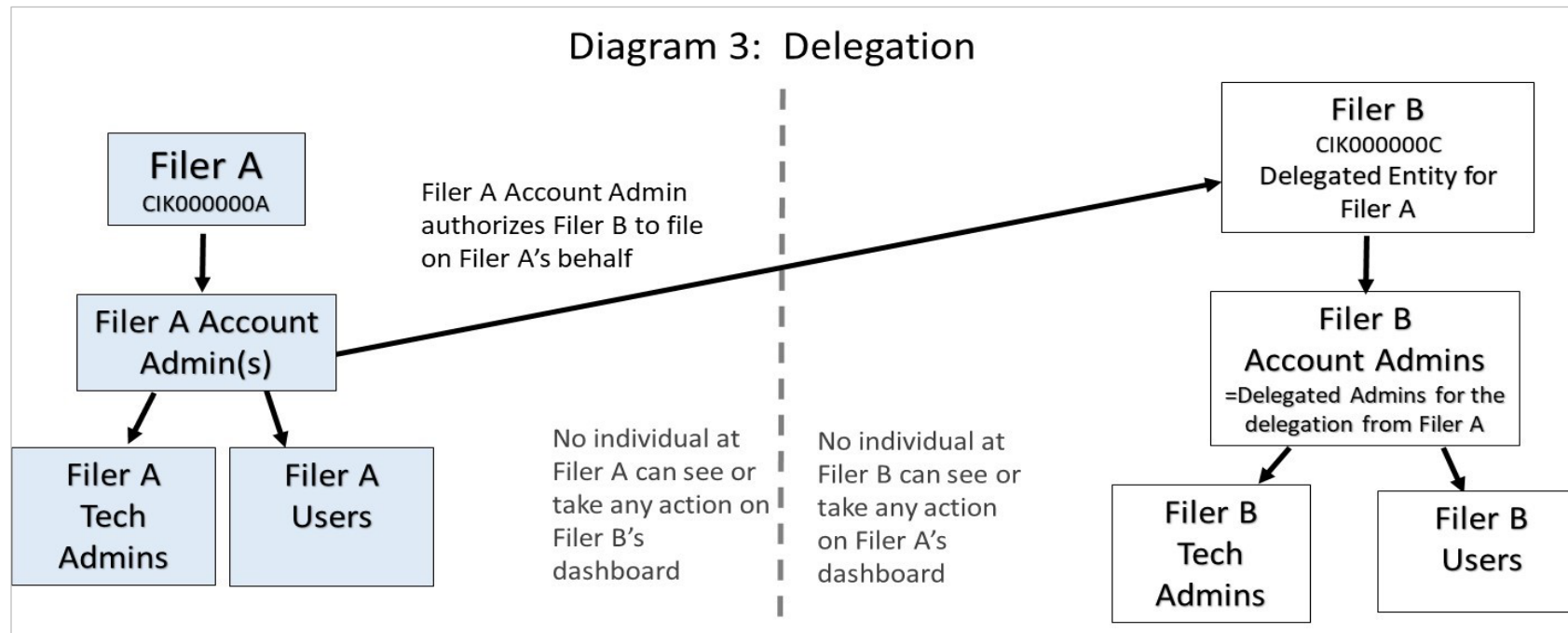
Note: Delegated Administrators and Delegated Users are the Account Administrators and Users at the Delegated Entity.



INDIVIDUAL ROLES IN EDGAR NEXT

Delegated administrator is account administrator at delegated entity

- Manages the delegated entity/filer's account on the dashboard, including adding and removing individuals (Filer B, Delegated Entity for Filer A)
- Filing permissions for filer's account (Filer A)
- Option to create default user group and to auto accept delegations



HOW SHOULD I PREPARE? INDIVIDUAL/SECTION 16 FILERS

- Communicate with all persons who currently have authority to file on EDGAR on their behalf.
- Determine who will enroll them.
 - Can choose anyone to enroll them
 - Do not need to obtain individual account credentials if someone else enrolls them.
 - Do not need to provide a notarized power of attorney for enrollment.
 - Each filer can only enroll once.
- Determine whom they will authorize to manage their accounts as their account administrators
 - They can choose themselves or an individual employee of a filing agent/law firm/registrant
 - They can also delegate to a filing agent/registrant CIK for filing purposes
- Provide the person who will enroll them with their CIK, CCC, and passphrase, and the names(s), email addresses, and phone numbers of the persons authorized as account administrators



HOW SHOULD I PREPARE? FILING AGENTS

- **Communicate with your clients**
 - Communicate whether you will offer services regarding enrollment, and if so assist your clients accordingly.
 - Communicate whether you will offer your employees to serve as your clients' account administrator(s), user(s), and technical administrator(s), and if so assist your clients with authorizing your employees in these roles.
 - Communicate whether your clients will need to provide you with any new documentation/information, such as a new service agreement, filer and/or user API tokens, or enrollment credentials, perhaps in order to take advantage of any of these new services.
 - Communicate whether you will act as a delegated entity for your clients, and if so assist your clients in delegating to you:
 - Yes, "full-service model,"
 - No, "self-service model."
 - Communicate whether you will offer your clients the use of your API connections and filer API tokens, and if so assist them accordingly.

HOW SHOULD I PREPARE? FILERS & FILING AGENTS USING 3RD PARTY SOFTWARE

- Communicate with the filing software provider (presumably a filing agent):
 - Ask what enrollment services they will provide and determine whether to authorize them to enroll your CIK.
 - Ask what services they will provide regarding their employees serving as your account administrator(s), user(s), and/or technical administrator(s) and determine whether to authorize their employees in relevant roles.
 - Ask whether you will need to provide them any new documentation/information, such as a new service agreement, filer and/or user API tokens, or enrollment credentials and provide documentation/information.
 - Ask whether they will be offering to serve as a delegated entity, and determine whether to delegate to them.
 - Ask whether they will be offering the use of their API connections and filer API tokens and determine whether you will be using them.



ENROLL

DASHBOARD GOES LIVE

MARCH 24, 2025



ENROLL IN EDGAR NEXT

- Enrollment opens **March 24, 2025**.
 - Enrollment is required for all filers/CIKs created before March 24, 2025. (New filers/CIKs created after that date will be compliant with EDGAR Next through amended Form ID.)
- Filers have 6 months to enroll prior to the compliance date, from March 24, 2025 to September 12, 2025, to continue filing without interruption.
- Compliance with EDGAR Next is required to file on EDGAR as of **September 15, 2025**.
 - Filers have 3 months to enroll afterwards, from September 15, 2025 to December 19, 2025, but they cannot file after September 15 until they are enrolled.
- Failure to enroll by December 19 will result in loss of EDGAR access, unless an amended Form ID is submitted and accepted by SEC staff.



ENROLL IN EDGAR NEXT

- We encourage filers to enroll by September 12, 2025 to avoid interruption in the ability to file.
- As of September 15, 2025, filers that have not enrolled or been granted access after submitting amended Form ID will be unable to file on EDGAR until they enroll.
- Enrollment ends on December 19, 2025.



ENROLL IN EDGAR NEXT

- During enrollment, a person authorized by each filer must enter:
 - The filer's CIK, CCC and passphrase;
 - The name, email address, business address, and business telephone number for each account administrator;
 - Company CIKs – option to select single member company, and
 - A quarter-end annual confirmation date.



ENROLL IN EDGAR NEXT

- Enrollment allows filers to transition to EDGAR Next in a simplified process that does not require notarization or presentation of a power of attorney.
- Filers enroll on the dashboard on the new EDGAR Filer Management website.
- Filers enroll by submitting the information requested in the "Enroll" section on the dashboard.
 - *Existing filers do not and should not attempt to "enroll" on Form ID.*



ENROLL IN EDGAR NEXT

- Only two (2) account administrators can be authorized during enrollment.
 - More account administrators can be added on the dashboard after enrollment.
 - We encourage all filers to authorize two (2) account administrators during enrollment, but individual and single-member company filers are only required to authorize one (1) account administrator.



ENROLL IN EDGAR NEXT

- What is NOT needed for enrollment:
 - No power of attorney is needed to enroll.
 - Filers authorize account administrators by providing their name and their information during enrollment and providing the filer's CIK, CCC and passphrase.
 - Filers are presumed to have authorized the person enrolling them by providing that person the filer's CIK, CCC, and passphrase.
 - Notarization is not required.



ENROLL IN EDGAR NEXT

- Filers that have successfully enrolled (or have been granted access after submitting amended Form ID on the dashboard) will immediately have the option to use APIs to make submissions and take other actions once required tokens are created.
- Submissions on the EDGAR Filing and EDGAR Online Forms websites will continue per the existing access process until EDGAR closes on Sept. 12, 2025.

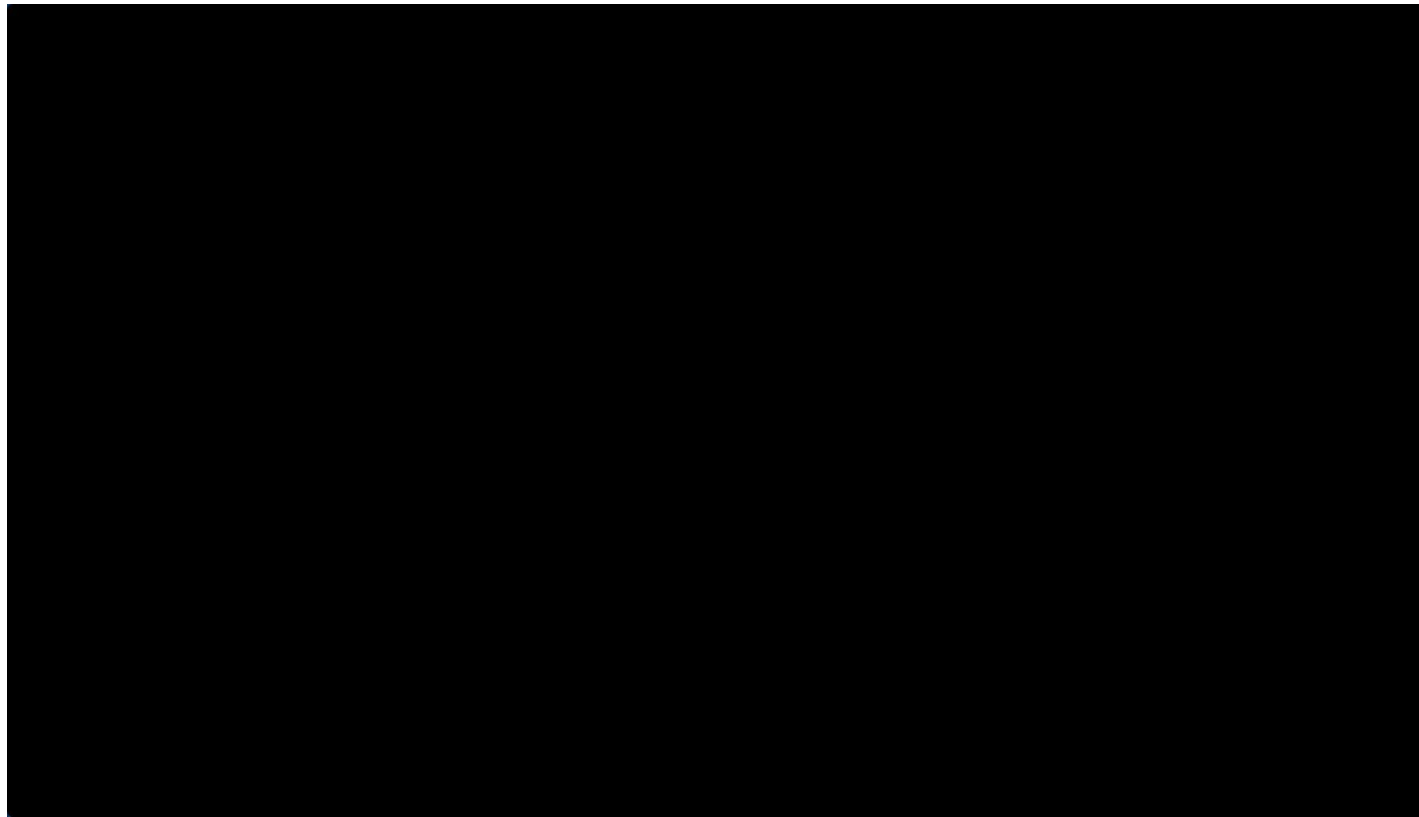


DASHBOARD DEMONSTRATION

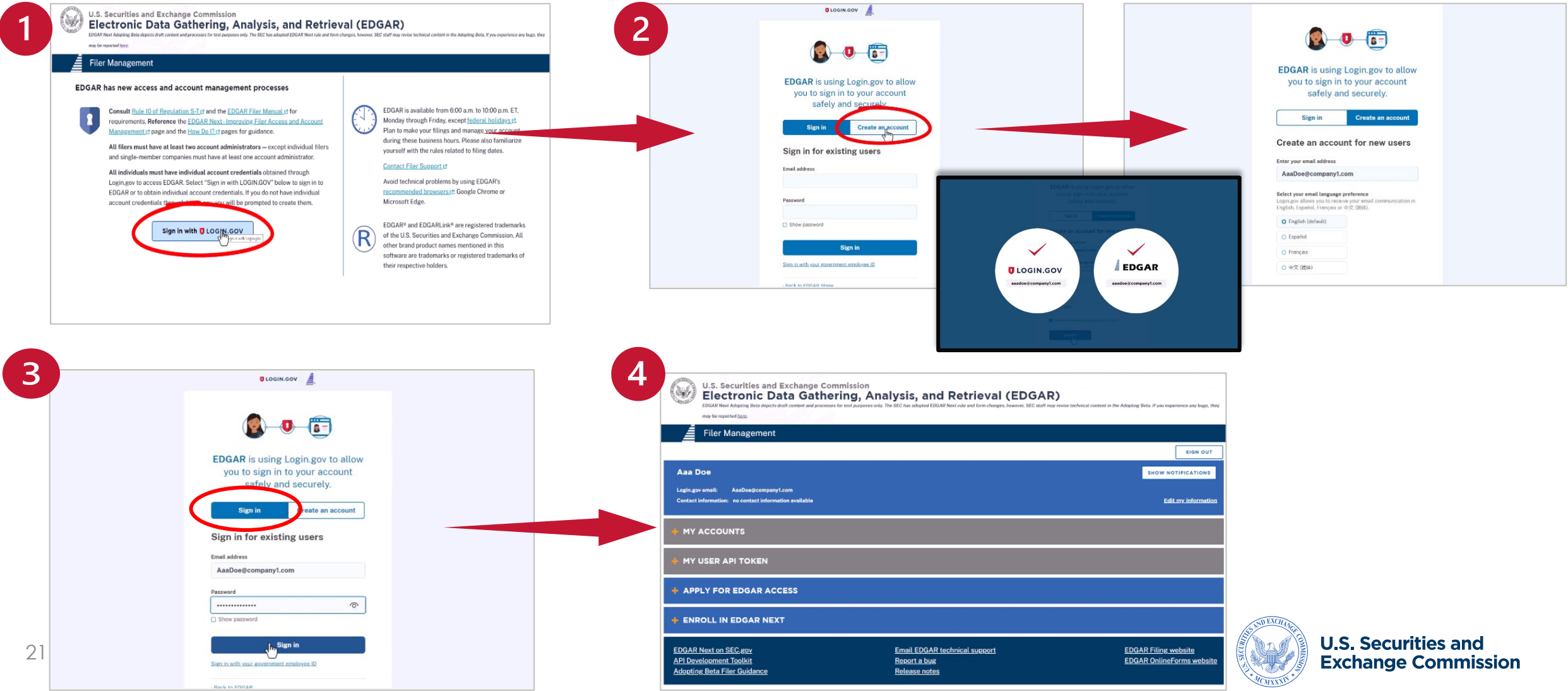


EDGAR FILER MANAGEMENT DASHBOARD


- Overview of EDGAR Filer Management Dashboard - Help Video



OBTAINING LOGIN.GOV CREDENTIALS



DASHBOARD LANDING PAGE



U.S. Securities and Exchange Commission
Electronic Data Gathering, Analysis, and Retrieval (EDGAR)
EDGAR Next Adopting Beta depicts draft content and processes for test purposes only. The Adopting Beta does not contain any account information that currently exists in live EDGAR. Consult the [Adopting Beta Filer Guidance](#) for information about testing passphrase resets and enrollment (including test CIKs to enroll) in Adopting Beta. The SEC has adopted EDGAR Next rule and form changes, however, SEC staff may revise technical content in the Adopting Beta. If you experience any bugs, they may be reported [here](#).

Filer Management

SIGN OUT

test admin

SHOW NOTIFICATIONS

Login.gov email: admin1@org.gov

Contact information: no contact information available

Edit my information

+ MY ACCOUNTS

+ MY USER API TOKEN

+ APPLY FOR EDGAR ACCESS

+ ENROLL IN EDGAR NEXT

[EDGAR Next on SEC.gov](#)
[API Development Toolkit](#)
[Adopting Beta Filer Guidance](#)

[Email EDGAR technical support](#)
[Report a bug](#)
[Release notes](#)

[EDGAR Filing website](#)
[EDGAR OnlineForms website](#)



ENROLL IN EDGAR NEXT

MANUAL ENROLLMENT

[+ APPLY FOR EDGAR ACCESS](#)

[- ENROLL IN EDGAR NEXT](#)

All filers must enroll in EDGAR Next. Enrollment may be accomplished below.

Be prepared to provide information regarding account administrators authorized by the filer to manage the filer's EDGAR account.



[PASSPHRASE OR CCC RESET](#)

Are you performing a manual or bulk enrollment?

- ☒ Manual enrollment
- ☐ Bulk enrollment

ENTER ACCESS CODES

Central Index Key (CIK)

CIK Confirmation Code (CCC)

Passphrase

[VERIFY ENTITY](#)



ENROLL IN EDGAR NEXT

MANUAL ENROLLMENT

Account Administrator (1) ⓘ

The first account administrator listed will be considered the applicant's EDGAR point of contact ("EDGAR POC") should the Form ID application be granted. Commission staff will attempt to contact the EDGAR POC first, but may contact other account administrators if the EDGAR POC is not available.

Enter business email:

Business email Re-enter business email

Enter full legal name, including middle name or initial:

First name Middle name ☐ No middle name Last name Suffix

Enter business address:

☐ Address is for a non-U.S. location (do not select if address is for U.S. territory).

Street address (line 1) Street address (line 2) (optional)

City U.S. State/Territory Zip/Postal code Province/Country

Telephone number

Enter employer info (if different):

Employer (optional)

Account Administrator (2) ⓘ



ENROLL IN EDGAR NEXT

BULK ENROLLMENT

[+ APPLY FOR EDGAR ACCESS](#)

[- ENROLL IN EDGAR NEXT](#)

All filers must enroll in EDGAR Next. Enrollment may be accomplished below.

Please be prepared to provide information regarding account administrators authorized by the filer to manage the filer's EDGAR account. Thank you.

[REQUEST A PASSPHRASE RESET TOKEN](#) [RESET A PASSPHRASE](#)

ARE YOU PERFORMING A MANUAL OR BULK ENROLLMENT? ⓘ



☐ Manual enrollment

☒ Bulk enrollment

Add account administrators for multiple CIKs at the same time. Provide the relevant CIKs, enter information for a second account administrator, and enter the passphrase and COC for each CIK.

Use the template below to authorize account administrators for multiple EDGAR accounts/CIKs at the same time. Provide the relevant CIKs, information for both account administrators, and the passphrase and COC for each CIK. Upload the completed template using the expected formats displayed below.

[Bulk enrollment CSV template](#) [Bulk enrollment CSV template instructions](#)

UPLOAD THE COMPLETED TEMPLATE

File information

Drag one file at a time here or [choose from folder](#)

ENROLL NOW




ENROLL IN EDGAR NEXT

BULK ENROLLMENT

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
1	Entity Name	CIK	CCC	Passphrase	Confirmati	Single Me	First Acce	FAA I	FAA Last Name	FAA Suffix	FAA Business Street Address 1	FAA Busi	FAA City	FAA US State Code	FAA Zip	FAA Country/Province code	FAA Business Phone Number	FAA Email
2	Company 1	20759018	dazle#1	dazle#1	1	0	Aaa		Doe		123 Main St		Fairfax	VA	22032	USA	123-456-7890	aaadoe@company1.com
3	Company 2	20759917	anfield8	anfield8	3		Bbb		Doe		1221 Elm St		Springfield	MA	1108	USA	988-765-4321	bbbdoe@company2.com
4	Company 3	20759918	klopp#20	klopp#20	4		Ccc		Doe		776 Oak St		St Louis	MO	34567	USA	568-555-4444	cccdoe@company3.com
5																		
6																		
7																		
8																		
9																		
10																		
11																		
12																		

DASHBOARD – FILER VIEW



U.S. Securities and Exchange Commission

Electronic Data Gathering, Analysis, and Retrieval (EDGAR)

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Filer Management

BACK TO MY ACCOUNTS

SIGN OUT

Aaa Doe

Account, CIK:

Company 1 - CIK 0002079709

My role(s): Account Administrator

ACCOUNT DETAILS

ANNUAL CONFIRMATION

(due date 09/10/2023)

+ MANAGE INDIVIDUALS

+ MANAGE CCC & PASSWORD

+ MANAGE DELEGATIONS AND USER GROUPS

+ MANAGE ABS ISSUER ACTIVITY

+ MANAGE FILER API TOKEN



DASHBOARD – MY ACCOUNTS

Filer Management

SIGN OUT

41SHOW NOTIFICATIONS

Edit my information

Aaa Doe

Login.gov email: aaadoe@company1.com

Contact information: 123 Main St, Fairfax, VA, 22032

MY ACCOUNTS

Filter by

	Filer name ↑	Filer CIK	Role(s)	Invite date ⓘ	Accept date ⓘ	Confirmation due date ⓘ	Allow delegation request	Auto accept delegation	Actions
<input type="checkbox"/>	Company 3	0002079771	Account Administrator	11/14/2024	11/14/2024	✔ 03/31/2025	Yes	Yes	...
<input type="checkbox"/>	Company 2	0002079770	User, Technical Administrator	11/14/2024	11/14/2024	✔ 03/31/2025	Yes	Yes	...
<input type="checkbox"/>	Company 1	0002079769	Account Administrator	08/15/2024	11/14/2024	✔ 09/30/2025	Yes	-	...

Bulk actions

Items per page: 51 – 3 of 3



DASHBOARD – MANAGE INDIVIDUALS

Filer Management

BACK TO ACCOUNTS

SIGN OUT

Aaa Doe

Account, CIK: Company 1 - CIK 0002079789

My role(s): Account Administrator

ACCOUNT DETAILS

ANNUAL CONFIRMATION
(due date 09/30/2025)

MANAGE INDIVIDUALS

Filter by

ADD INDIVIDUAL

Name ↑	Role(s)	Primary point of contact	Invite date	Accept date	Email	Contact info	Actions
Aaa Doe	Account Administrator	yes	08/15/2024	11/14/2024	aaadoe@company1.com	123-456-7890	...
Bbb Doe	User	-	08/19/2024	08/19/2024	BbbDoe@company1.com	123-456-7890	...
Ccc Doe	Technical Administrator	-	08/19/2024	08/20/2024	CccDoe@company1.com	123-456-7890	...
Ddd Doe	Account Administrator	-	08/19/2024	08/19/2024	DddDoe@company1.com	123-456-7890	...

Items per page: 5 1 - 4 of 4

+ MANAGE CCC & PASSWORD



DASHBOARD – ADD INDIVIDUALS

Filer Management

BACK TO MY ACCOUNTS

SIGN OUT

Aaa Doe

Account, CIK: Company 1 - CIK 0002079769

My role(s): Account Administrator

MANAGE INDIVIDUALS

Filter by

Name ↑	Role(s)
Aaa Doe	Account Administrator
Bbb Doe	User
Ccc Doe	Technical Administrator
Ddd Doe	Account Administrator

+ MANAGE CCC & PASSWORD

ADD INDIVIDUAL

ADD INDIVIDUAL

ADD INDIVIDUAL

ADD INDIVIDUAL

ADD INDIVIDUAL

ADD INDIVIDUAL

ADD INDIVIDUAL

ADD INDIVIDUAL

ADD INDIVIDUAL

ADD INDIVIDUAL

ADD INDIVIDUAL

ADD INDIVIDUAL

ADD INDIVIDUAL

ADD INDIVIDUAL

MANAGE DELEGATION

MANAGE DELEGATIONS AND USER GROUPS

[Delegations to](#) | [Delegations received](#) | [User groups](#)

Delegations to

(none - you have not authorized any entities to file on behalf of you)

ADD DELEGATION

Delegated entity name ↑

CIK

Status

Last updated

Actions

Bulk actions

Items per page: 5 0 of 0

Delegations received

(none - no filers have authorized you to file on their behalf)

REQUEST DELEGATION

Delegating filer name ↑

CIK

Status

Auto add users

Last updated

Actions

Bulk actions

Items per page: 5 0 of 0

User groups

Filter by

ADD USER GROUP

User group name ↑

Default user group

Actions

Items per page: 5 0 of 0

Show all grids

31

The logo of the U.S. Securities and Exchange Commission, featuring an eagle with wings spread, perched on a shield, with the words "U.S. SECURITIES AND EXCHANGE COMMISSION" and "MCMXXXIV" around it.

U.S. Securities and
Exchange Commission

MANAGE CCC – VIEW AND GENERATE

MANAGE CCC & PASSWORD

Change CCC

Current CCC: ***** ☐ Show CCC

GENERATE CCC

Enter new CCC Re-enter new CCC ☐ Show new CCC

CREATE CUSTOM CCC

Create/Update password

This is a temporary password that will be used during the transition for the sole purpose of logging in to the EDGAR Filing and Online Forms websites. Following the transition period, Login.gov password will replace the CIK/Password authentication.

Enter new password Re-enter new password ☐ Show new password

SET NEW PASSWORD

[What is a CIK Confirmation Code\(CCC\)?](#)
[Why generate a new CCC?](#)



MANAGE CCC – CREATE CUSTOM CCC

Filer Management

[BACK TO MY ACCOUNTS](#) [SIGN OUT](#)

Aaa Doe

Account, CIK: Company 1 - CIK 0002079769

My role(s): Account Administrator

[ACCOUNT DETAILS](#)

[ANNUAL CONFIRMATION \(due date 09/30/2023\)](#)

+ MANAGE INDIVIDUALS AND USER GROUPS

— MANAGE CCC & PASSWORD

Change CCC

Current CCC: ***** ☐ Show CCC

[GENERATE CCC](#)

Enter new CCC: ***** Re-enter new CCC: ***** ☐ Show new CCC

[CHANGE CCC](#)

[What is a CIK Confirmation Code?](#)

[Why generate a new CCC?](#)

MANAGE PASSWORD

Account, CIK: Company 1 CIK 0002078769

My role(s): Account Administrator

ANNUAL CONFIRMATION (due date 09/30/2028)

+ MANAGE INDIVIDUALS

— MANAGE CCC & PASSWORD

Change CCC

Current CCC: ***** ☐ Show CCC

GENERATE CCC

Enter new CCC: ***** Re-enter new CCC: ***** ☐ Show new CCC

CHANGE CCC

Create/Update password


This is a temporary password that will be used during the transition for the sole purpose of logging in to the EDGAR Filing and Online Forms websites. Following the transition period, Login.gov password will replace the CIK/Password authentication.

Enter new password: ***** Re-enter new password: ***** ☐ Show new password

SET NEW PASSWORD



DASHBOARD LANDING PAGE



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Filer Management

SIGN OUT

Aaa Doe

7

SHOW NOTIFICATIONS

Login.gov email: AaaDoe@company1.com

Contact information: no contact information available

Edit my information

+ MY ACCOUNTS

+ MY USER API TOKEN

+ APPLY FOR EDGAR ACCESS

+ ENROLL IN EDGAR NEXT


[EDGAR Next on SEC.gov](#)
[API Development Toolkit](#)
[Adopting Beta Filer Guidance](#)

[Email EDGAR technical support](#)
[Report a bug](#)
[Release notes](#)

[EDGAR Filing website](#)
[EDGAR OnlineForms website](#)



DASHBOARD – FILER VIEW

Filer Management

BACK TO MY ACCOUNTS

SIGN OUT

First Middle Last

Account, CIK: Beta Day One - CIK 0003000022

My role(s): Account Administrator , Technical Administrator

ACCOUNT DETAILS

ANNUAL CONFIRMATION

(due date 09/30/2025)

+ MANAGE INDIVIDUALS

+ MANAGE CCC & PASSWORD

+ MANAGE DELEGATIONS AND USER GROUPS

+ MANAGE ABS ISSUER ACTIVITY

+ MANAGE FILER API TOKEN

Filer information

Filer: Beta Day One - CIK 0003000022

Company or individual: Individual

CCC: Tz8@VD1j

Confirmation due date: 09/30/2025

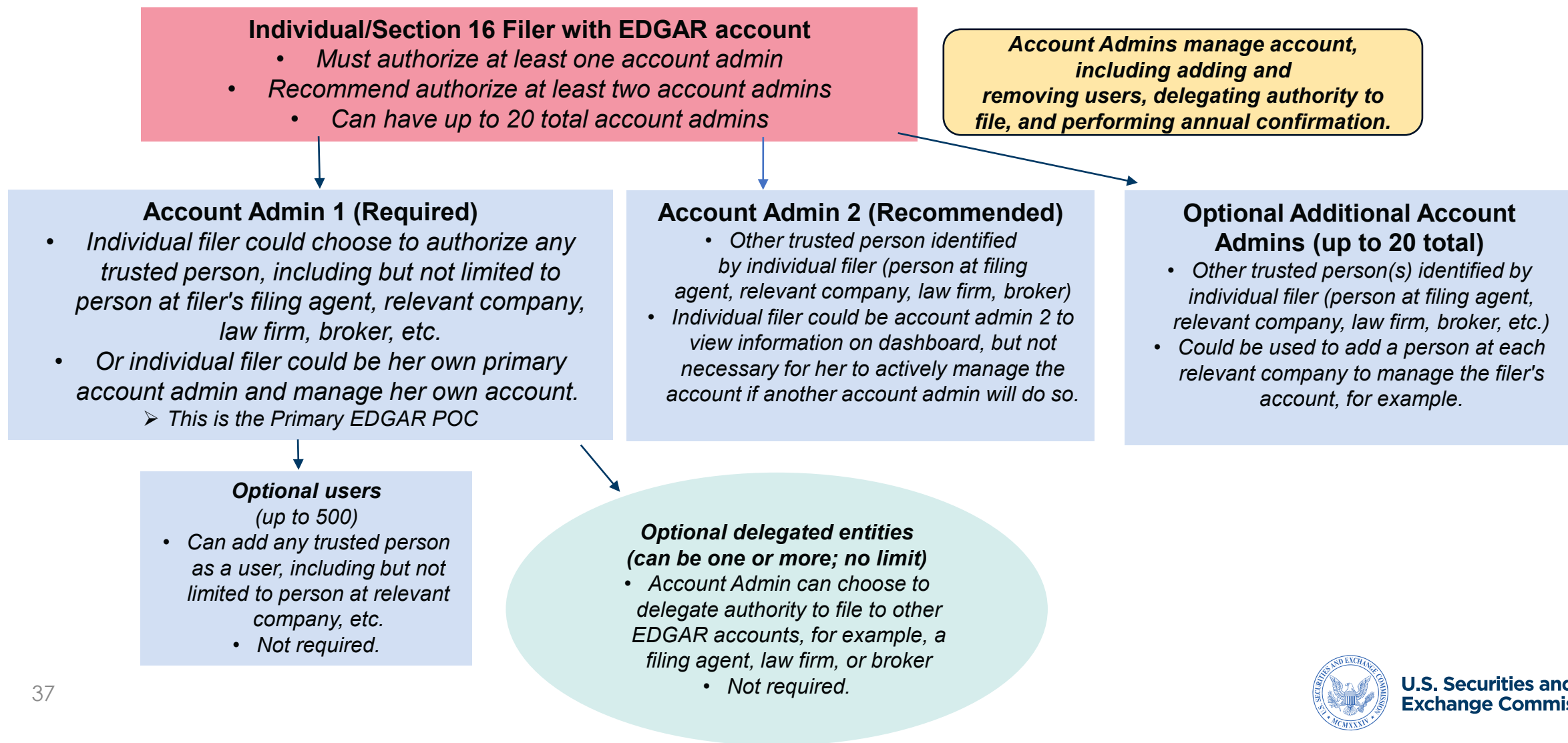
Mailing Address: 123
CITY, MD 11111

Phone number: 1234569874

CLOSE



INDIVIDUAL/SECTION 16 FILERS



EDGAR NEXT WEB PAGE

www.sec.gov/edgar-next

Resources to assist filers with the transition to EDGAR Next:

- [Important Dates: Prepare, Enroll, and Comply](#)
- Step-by-step Filer Guidance:
 - [EDGAR Next Filer Testing Guidance](#)
 - [Reset Your EDGAR Passphrase, EDGAR POC Email](#)
 - [Individual/Section 16 Filers Guidance – Enroll in EDGAR Next](#)
- API Guidance:
 - [Overview of EDGAR APIs](#)
 - [EDGAR API Developer Toolkit](#)



filer support for EDGAR Next

The following information is available at www.sec.gov/edgar-next:

- Future SEC EBO hosted EDGAR Next filer guidance webinars
 - [EDGAR Next Kick-off Webinar Series \(LIVE\)](#)
 - [API Development support Q&A Sessions \(LIVE\)](#)
- EDGAR Next Instructional Video Series – [SEC's YouTube Channel](#)
- Filer Support Contacts (listed on www.sec.gov/edgar-next)
 - Email support: EDGARNextBeta@sec.gov
 - Telephone support: (202) 551-8900, Option #2



QUESTIONS & ANSWERS

PLEASE TYPE YOUR QUESTIONS IN THE CHAT

