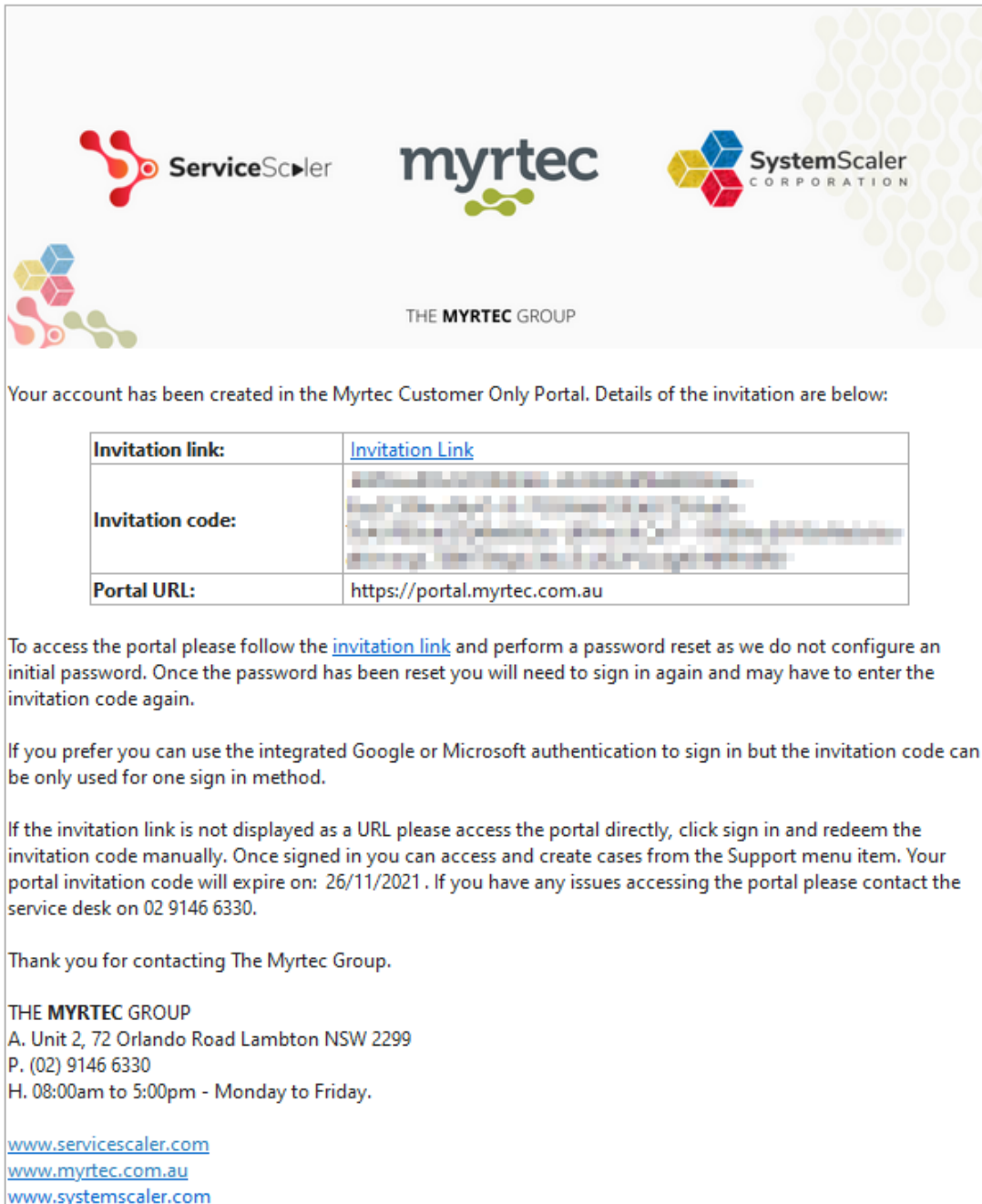





Signing in to the Customer Only Portal Using G Suite

1. Open your Invitation email
2. Click the Invitation Link from in the email



THE MYRTEC GROUP

Your account has been created in the Myrtec Customer Only Portal. Details of the invitation are below:

Invitation link:	Invitation Link
Invitation code:	[Blurred Invitation Code]
Portal URL:	https://portal.myrtec.com.au

To access the portal please follow the [invitation link](#) and perform a password reset as we do not configure an initial password. Once the password has been reset you will need to sign in again and may have to enter the invitation code again.

If you prefer you can use the integrated Google or Microsoft authentication to sign in but the invitation code can be only used for one sign in method.

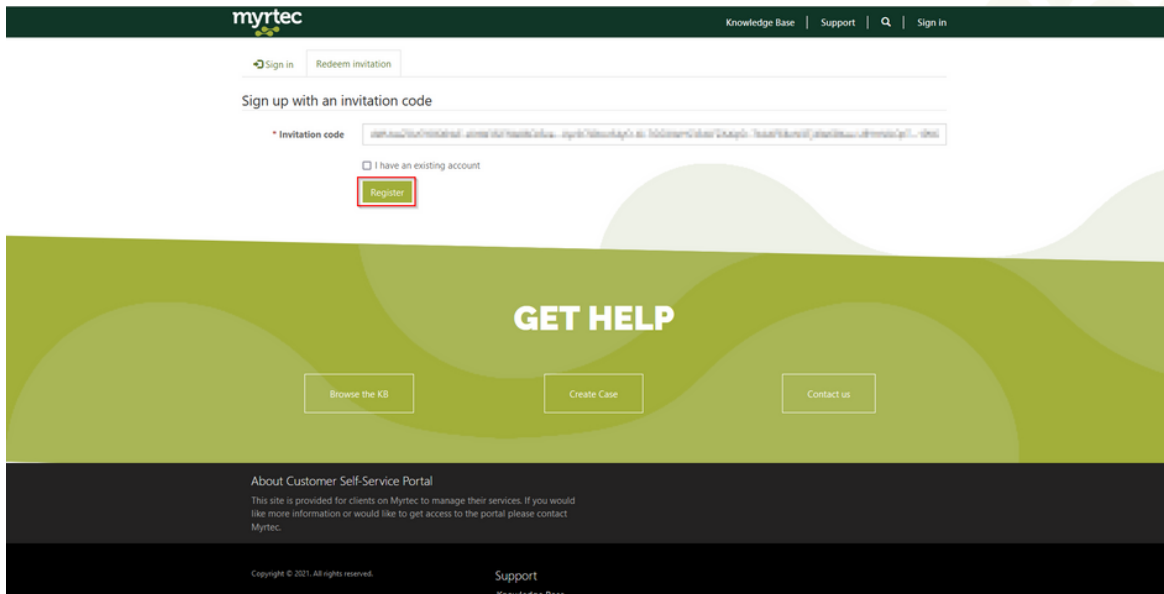
If the invitation link is not displayed as a URL please access the portal directly, click sign in and redeem the invitation code manually. Once signed in you can access and create cases from the Support menu item. Your portal invitation code will expire on: 26/11/2021 . If you have any issues accessing the portal please contact the service desk on 02 9146 6330.

Thank you for contacting The Myrtec Group.

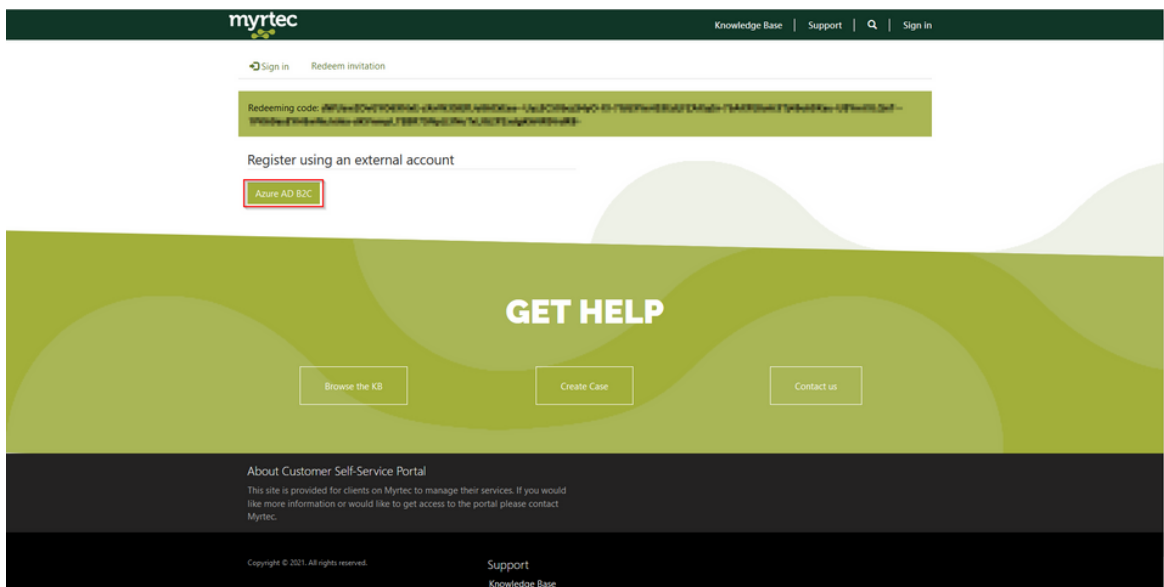
THE MYRTEC GROUP
A. Unit 2, 72 Orlando Road Lambton NSW 2299
P. (02) 9146 6330
H. 08:00am to 5:00pm - Monday to Friday.

www.servicescaler.com
www.myrtec.com.au
www.systemscaler.com

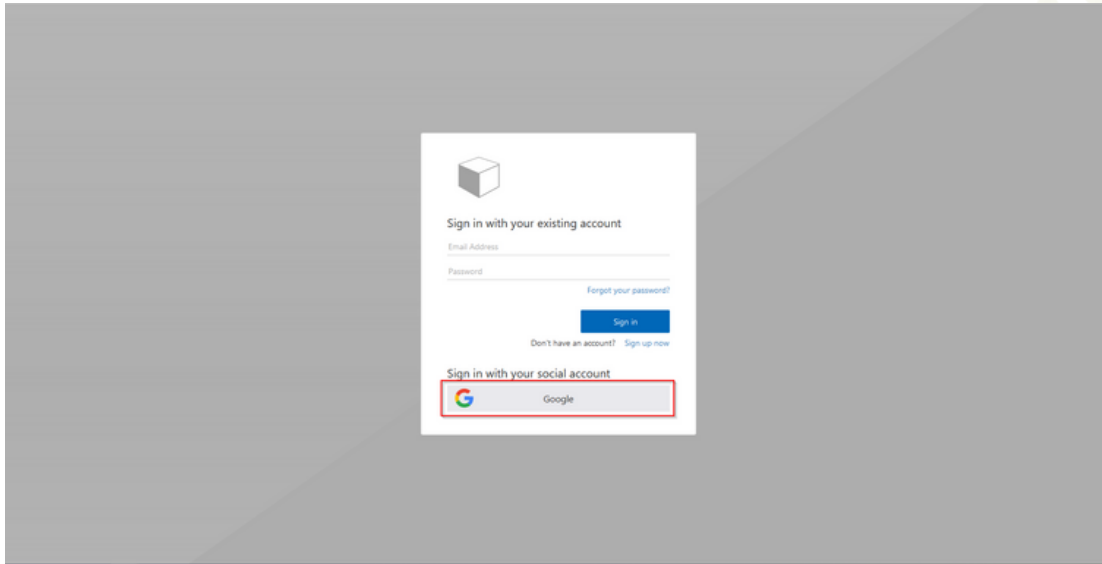
3. Click Register



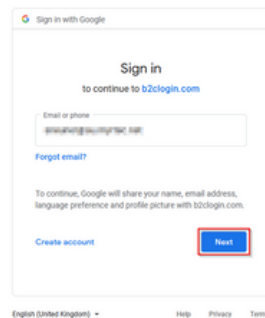
4. Click Azure AD B2C



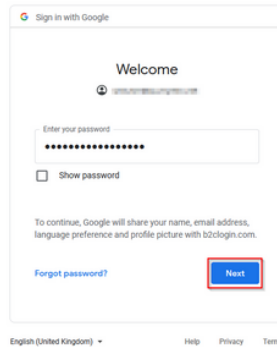
5. Click Google under the Sign in with your social account heading



6. Enter your Email address and click Next



7. Enter your password and click Next



Sign in with Google

Welcome

Enter your password

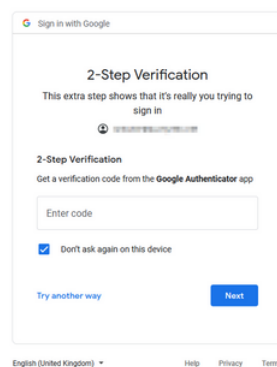
Show password

To continue, Google will share your name, email address, language preference and profile picture with b2ologn.com.

Forgot password? **Next**

English (United Kingdom) Help Privacy Terms

8. If Multi-Factor Authentication is enabled complete the MFA Process and click Next



Sign in with Google

2-Step Verification

This extra step shows that it's really you trying to sign in

2-Step Verification

Get a verification code from the Google Authenticator app

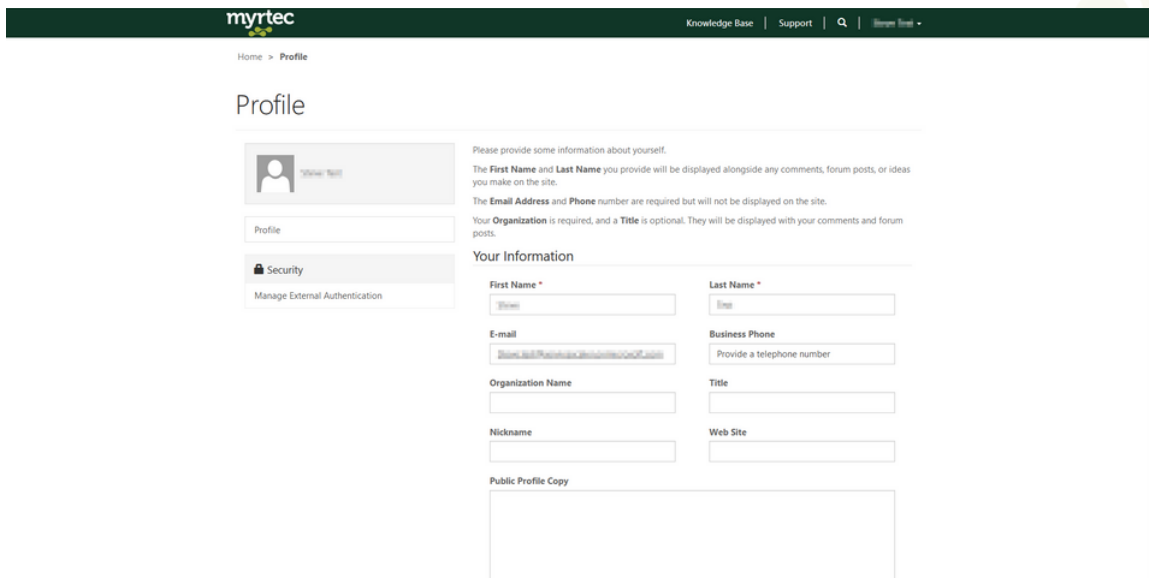
Enter code

Don't ask again on this device

Try another way **Next**

English (United Kingdom) Help Privacy Terms

You will be presented with a profile page that allows you to customise your information:



The screenshot shows the myrtec website's profile page. At the top, there is a dark green navigation bar with the myrtec logo on the left and links for 'Knowledge Base', 'Support', a search icon, and 'Home' on the right. Below the navigation bar, the breadcrumb 'Home > Profile' is visible. The main heading is 'Profile'. On the left side, there is a sidebar with a profile picture placeholder, a 'Profile' link, and a 'Security' section with a sub-link 'Manage External Authentication'. The main content area contains instructions: 'Please provide some information about yourself. The First Name and Last Name you provide will be displayed alongside any comments, forum posts, or ideas you make on the site. The Email Address and Phone number are required but will not be displayed on the site. Your Organization is required, and a Title is optional. They will be displayed with your comments and forum posts.' Below this, there is a 'Your Information' section with several input fields: 'First Name *', 'Last Name *', 'E-mail', 'Business Phone' (with a sub-label 'Provide a telephone number'), 'Organization Name', 'Title', 'Nickname', and 'Web Site'. At the bottom of this section is a 'Public Profile Copy' label and a large empty text area.

Once this appears, you're in! If you need any further assistance please contact support:

Phone: 02 9146 6330

Email: help@myrt.ec