



## How to Login

1. Open a browser window



2. Type into the address bar - <http://www.uki.net> and go or press enter
3. Select 'Client Login' or 'Master Login'

Two side-by-side login forms. The left form is titled 'Master Login' and has a dark blue header. The right form is titled 'Client Login' and has a purple header. Both forms have a 'Username:' label followed by a text input field, a 'Password:' label followed by a text input field, and a 'Login' button at the bottom right.

Client login is used by people that have purchased their site through a UKI.NET Reseller.

Master Login is used by UKI.NET Resellers.

4. Type in your Username & Password
5. Press 'Login'



## If you have used Master Login...

1. You are now logged in to the Support Centre

The screenshot shows the top navigation bar of the Support Centre. The bar is grey and contains the following items from left to right: 'SUPPORT CENTRE' and 'Welcome, Web Focus Ltd'; 'Your Details' with a person icon; 'Support' with a wrench icon; 'Web Services' with a folder icon; 'View Email' with an envelope icon; 'Accounts' with a stack of coins icon; 'Proofing' with a document icon; 'Reprints' with a document icon; 'Home' with a house icon; and '0 CREDITS' in blue. Below the navigation bar, two red arrows point upwards to the 'Support' and 'Web Services' links, labeled with the numbers '1' and '2' respectively. The main content area below the navigation bar is white and contains the following text: 'Welcome to the Support Centre.', 'From here you can access your company information including any work in progress.', 'Please do not hesitate to contact us if you need any assistance.', a bolded section header 'Please note:', and a paragraph: 'The Admin Centre has been re-designed to make it easier to navigate and allow for new services to be added shortly. To administer your UKI.NET websites, please use the Web Services link and click on the domain link for your UKI.NET Self Build website, then the option you want (View Site / View Stats / Update Site)'. At the bottom of the main content area, it says 'Support Centre'.

2. From the Support Centre you can manage your account/s.

**1** - This will take you to the Email support section. From here you can request assistance if required.

**2** - Clicking on the 'Web Services' link will take you to view all of your active web services.

If you have more than one UKI.NET site they will all be listed. Select 'UKI.NET Self Build'.

At the top of the screen you can select to view your live site, views stats or update site. Select update site to start editing.

## If you have used Client Login...

1. You are now logged in to the Admin Centre. In here you can start editing your site.