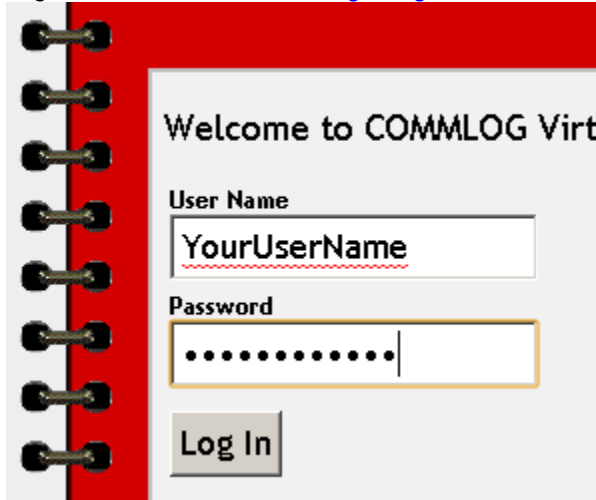


HOW TO – CHANGE YOUR PASSWORD TO THE COMMLOG VIRTUAL MANAGER LOG

Follow these steps to update your password

1. Log into www.virtualmanagerlog.com

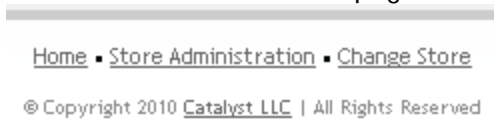


Welcome to COMMLOG Virt

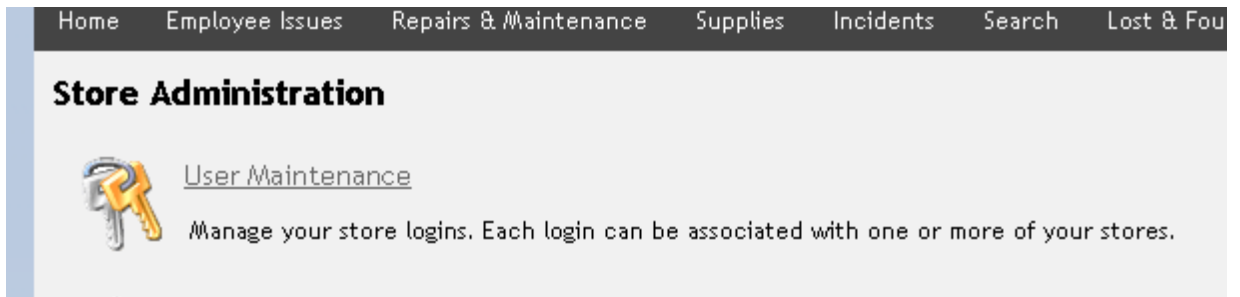
User Name

Password

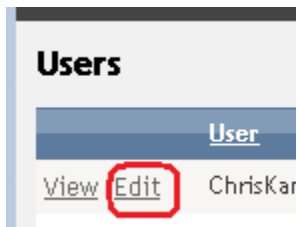
2. Scroll to the bottom of the page and click Store Administration



3. Click User Maintenance



4. Click Edit to the left of the user name



5. Enter the new password in the Password field. Enter again in the Retype Password field. When finished, click Accept.

Edit User [steven]

User Name
steven

First Name
Steven

Last Name
Streiff

Password
.....

Retype Password
.....

Email
steven@commlog.com

Comment

Role
General Manager

Assigned Stores

- Remove Test Store
- Remove Big Sky #1123
- Remove Demo Store
- Remove Vancouver
- Remove Beta Store

Add Test Store

Update Delete Cancel

Your password is now changed.