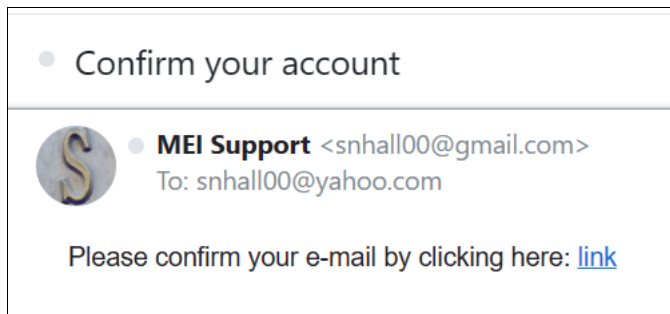




FIRST LOGIN GUIDE

Updated 10/10/2023, S. Hall

You should receive an Account Confirmation email similar to this:



If not, check your SPAM folder.

If you cannot find the email you can either ask Support to send a new one or you can do it yourself on the site at <https://momentumui.com> then click "login" then click "Resend Confirmation Email".



Once you receive an email sent on the same day, click the “link” to display this form:

MI Home Search Map Help

Create Password

Please create a new password.

Create Password

Minimum of 8 characters including at least one: uppercase, lowercase, number, and symbol.

Password

.....

Repeat Password

.....

Save

Saving the form, assuming no errors, will update the database and grant permissions to the site. You are now logged in.

The “Password Created” form is displayed.

If your user details do NOT specify your mobile phone number, the “Note on 2-Factor Security” paragraph will say:

Because we don't have your phone number in the contract, the login code can only be sent to your registered email.

If you want to allow getting the code in a text message, please contact support to add your phone number.



If your user was created WITH a mobile phone number specified, the paragraph will look like this:

The screenshot shows a dark-themed user interface. At the top left is the MI logo. To its right are navigation links: Home, Search, Map, and Help. On the far right of the top bar is the user's email address, snhall00@yahoo.com, and a Logout link. Below the navigation bar is a large white heading: **Password Created**. Underneath this heading is a paragraph of text: "Good work, you successfully created a login password. You can now login using your email and password. You are also now authorized for the "Search" and "Map" pages." Below this is another heading: **Note on 2-Factor Security**. This is followed by two paragraphs: "For increased security we will send a code every time you log in. Since you have a mobile phone registered (number ending in 2948), the login code can be sent to it as a text message." and "If you want to allow getting the code as a text message, please confirm your phone number here:". Below the second paragraph is a button labeled "Send Code". At the bottom of the screenshot is a note: "Note: If you choose to confirm your phone number, future logins will give you the option to send the code either by email or text message."



Clicking the “Send Code” link will send a code to your mobile phone then it will display this form:

The screenshot shows a mobile application interface. At the top is a dark blue header with the MI logo on the left and navigation links 'Home', 'Search', 'Map', and 'Help' on the right. Below the header is a dark grey section with the title 'Confirm Phone' in large white text. Underneath the title is a message: 'Please enter the code sent as a text message to your phone.' followed by the sub-header 'Confirm Code'. There is a white text input field labeled 'Code' and a blue button labeled 'Confirm' below it.

Enter the code from your text message and click Confirm

The screenshot shows a mobile application interface. At the top is a dark blue header with the MI logo on the left and navigation links 'Home', 'Search', 'Map', and 'Help' on the right. Below the header is a dark grey section with the title 'Phone Confirmed' in large white text. Underneath the title is a message: 'Congratulations, your phone can now be used to display the secure login codes.'

Your provisioning process is complete!