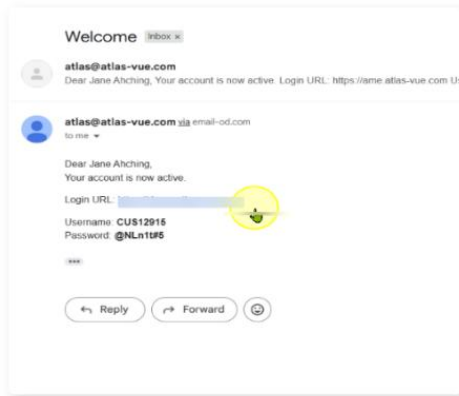
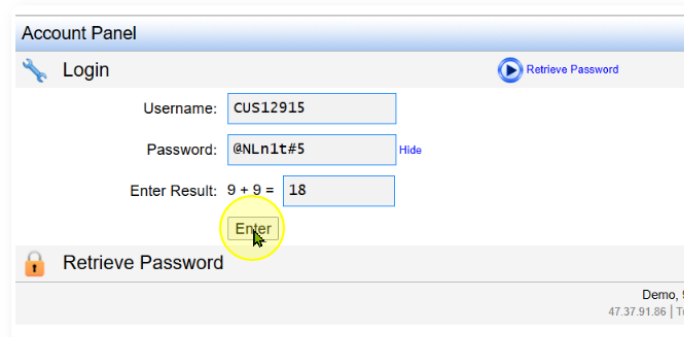


How to Access the ATLAS Portal

The client /customer/clinician will receive a **welcome email from ATLAS** with their login details and instructions to access the portal.

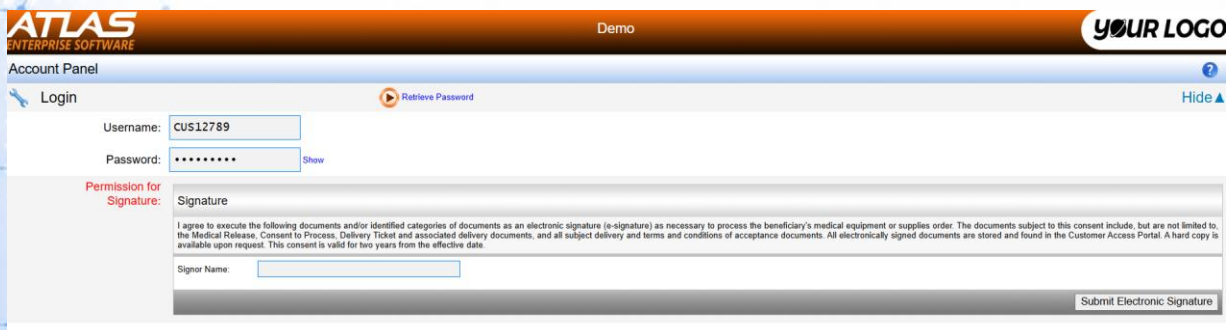


- Log in by clicking the link in the email and using the **username and temporary password** provided.



Once logged into the site, the client /customer/clinician will be prompted to give permission for signature by completing the following steps:

- Enter their name** as it should appear on electronic documents
- Submit their electronic signature**



They will then get a prompt to agree to the service agreement, and repeat the steps above:

- Click to agree** to the service agreement
- Enter their name** as it should appear on electronic documents
- Submit their electronic signature**

Account Panel

Login

[Retrieve Password](#)

[Show](#)

Username:

Password: [Show](#)

Agreement: [View Software as a Service Agreement](#)

☐ I agree to the Terms specified in the Software as a Service Agreement.

E-Signature

Disclosure:
By typing your name and clicking the "Submit Electronic Signature" button, you are signing electronically. You agree your electronic signature is the legal equivalent of your manual/handwritten signature. By clicking "Submit Electronic Signature" using any device, means or action, you consent to the legally binding terms and conditions of this Document. You further agree that your use of a keypad, mouse or other device to select an item, button, icon or similar action, or to otherwise provide the Company, or its accessing or making any transaction regarding any agreement, acknowledgment, consent terms, disclosures or conditions constitutes your signature (hereafter referred to as "E-Signature"), acceptance and agreement as if actually signed by you in writing. You further agree that your signature (hereafter referred to as your "E-Signature") is as valid as if you signed the document in writing. You also agree that no certification authority or other third party verification is necessary to validate your E-Signature, and that the lack of such certification or third party verification will not in any way affect the enforceability of your E-Signature or any resulting agreement between you and . You are also confirming that you are the individual authorized to enter into this Agreement.

Signor Name:

[Submit Electronic Signature](#)

The customer is logged into the portal to create his/her new password.

Customer Portal

USERNAME

REQUEST SERVICE OR SEND A MESSAGE

Message:

[Send Request](#)

Please call (123) 123-1234 to update your information.

Profile

Login Details

Login ID / Username:

Password: Re-enter Password: [Display Characters](#)

PASSWORD SECURITY REQUIREMENTS

- Min Password Length: 8
- Min Numeric Character: 1
- Min Lower Case Letter: 1
- Min Upper Case Letter: 1
- Min Symbol: 1 (&*\$#@!+=)
- Password History Count: 6

[Update Password](#)

Customer Details

First Name: Jane
Last Name: Alching
Phone: (253) 123-1544 Mobile
Phone 2:
Email: strangeabilitymedical@gmail.com
Date of Birth: 11/20/1999
Service Address:

All other users can update their password by clicking the Profile link in the menu on the left. The password is updated using double entry verification.

Dashboard

Task Panel

Expired Tasks (218)

Profile

Password: Re-enter Password: [Display Characters](#)

Password security requirements are as follows:

- Min Password Length: 8
- Min Numeric Character: 1
- Min Lower Case Letter: 1
- Min Upper Case Letter: 1
- Min Symbol: 1 (&*\$#@!+=)
- Password History Count: 6

Password Reset/Forgot Password

If you have forgotten your password, it can be reset via the login page.

Click the Retrieve Password bar.



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Account Panel

Login

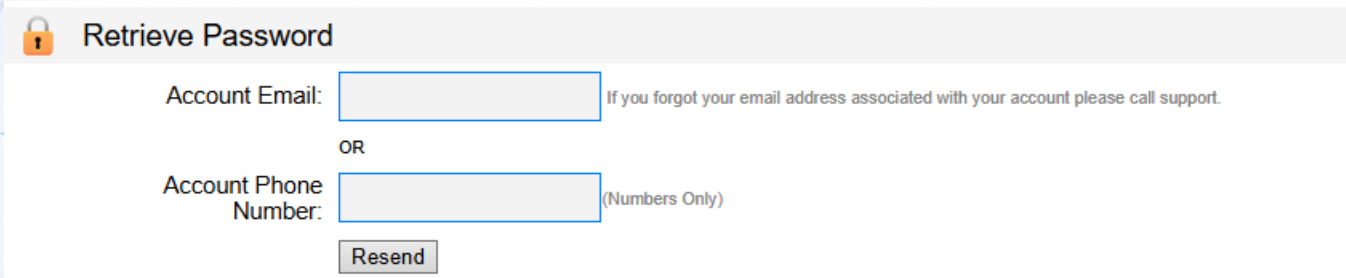
Username:

Password: [Show](#)

Enter Result: 2 + 4 =

 **Retrieve Password**

Enter either the email address or the texting phone number associated with the account.



 **Retrieve Password**

Account Email: If you forgot your email address associated with your account please call support.

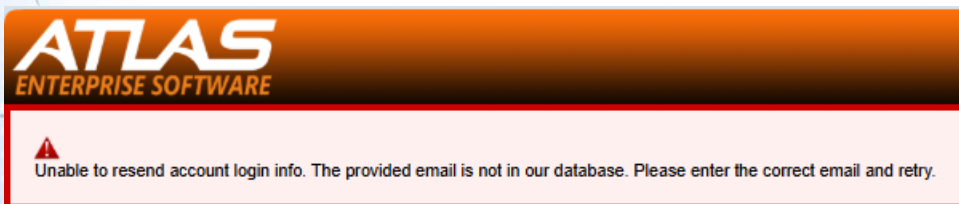
OR

Account Phone Number: (Numbers Only)

Click Resend.

Please note, the texting reset option is only available if the phone number has been registered for texting.

If the email address or phone number are not connected to an existing account, ATLAS will provide a message:



ATLAS
ENTERPRISE SOFTWARE

 Unable to resend account login info. The provided email is not in our database. Please enter the correct email and retry.