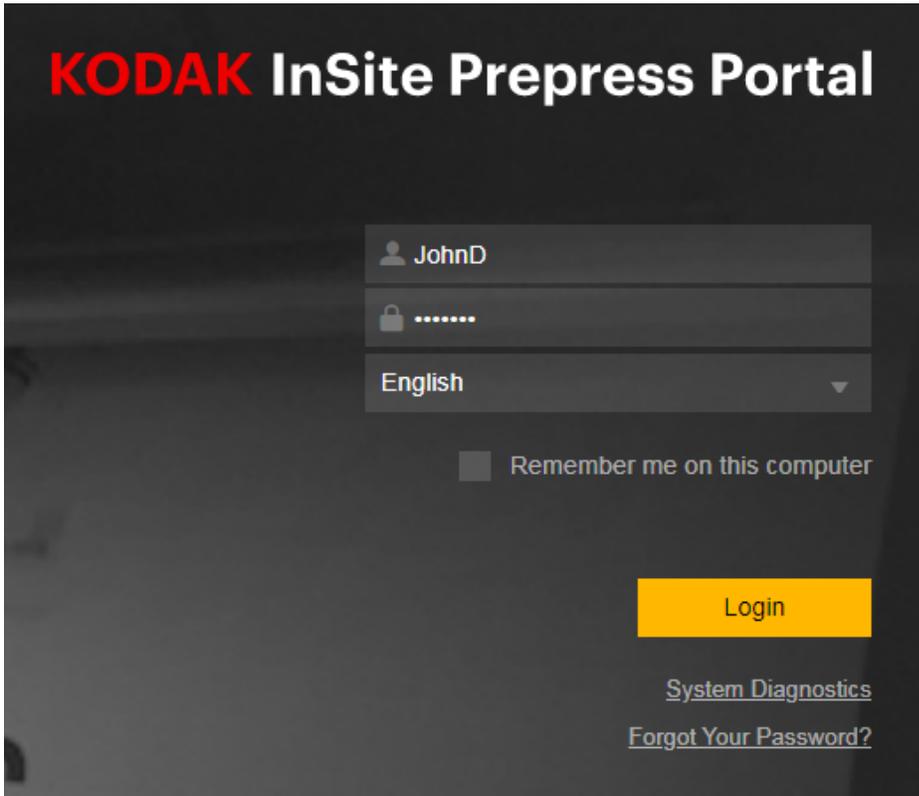


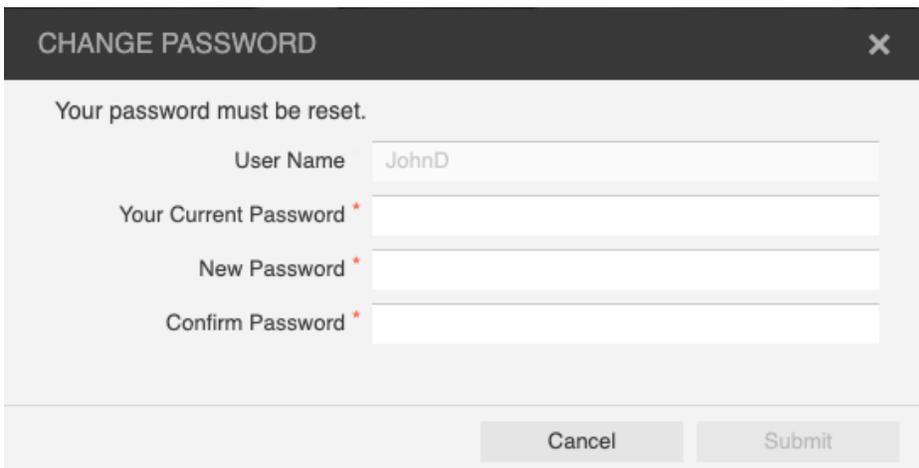
Logging on and off

1. Open a web browser, and type the address (URL) of the Prepress Portal server.



2. Type your user name and password, select a language, and click **Login**.

Note: New and forgotten password users are required to reset their password during first login attempt. In the **Change Password** dialog, enter your current password, enter your new password then click the **Submit** button. Proceed to login using your new password.



3. The Kodak InSite Prepress Portal main window appears.
4. To log off, click **Logout** in the top-right corner of the toolbar.

