

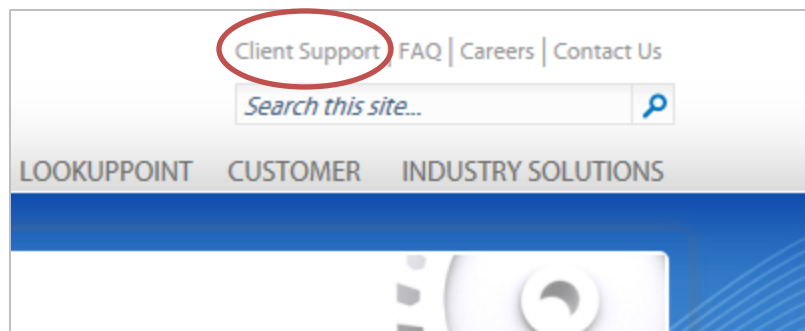
Using the Client Extranet

Document Summary

Author	John Corley	
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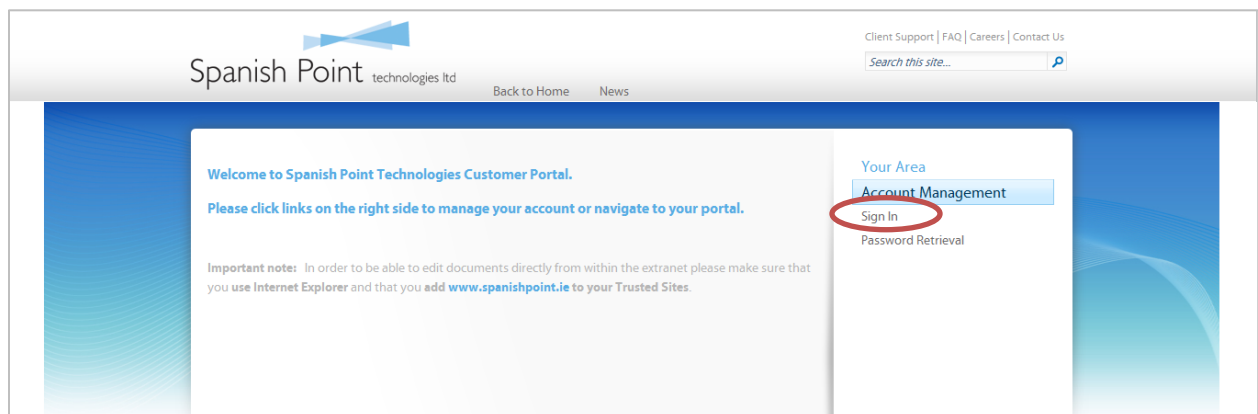
Introduction

In order to be able to edit documents directly from the client extranet, Spanish Point clients must have a username and password to log in to the Client Support section of the www.spanishpoint.ie website:



Sign In

To log in to the extranet click on the Sign In button and use the Spanish Point provided user name and password.

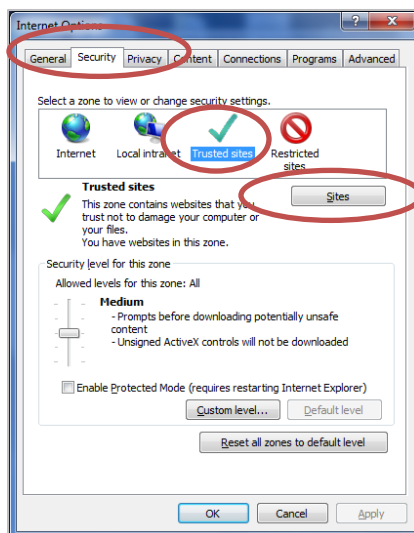
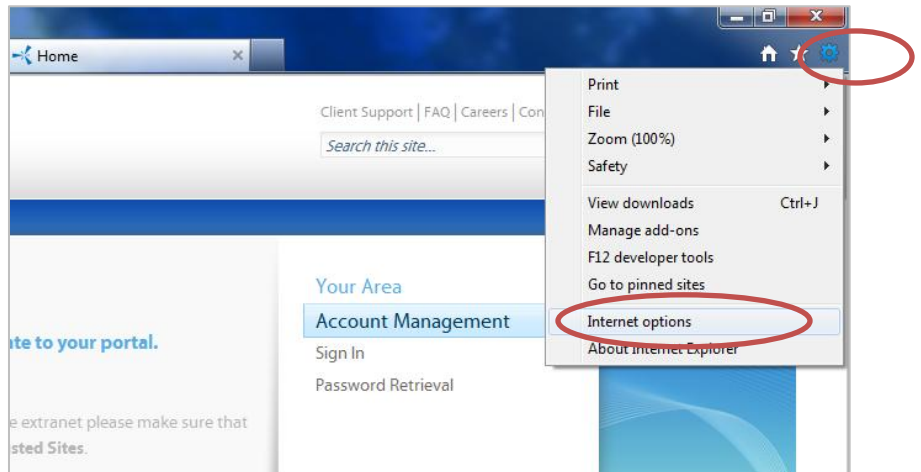


Make sure to use IE and add www.spanishpoint.ie to Trusted Zone

You can upload and download documents to the client extranet using most modern web browsers. However, for the best experience, including the ability to edit documents directly from the Extranet we recommend Internet Explorer 8 or higher.

You must also add www.spanishpoint.ie to your Trusted Zone in Internet Explorer as follows:

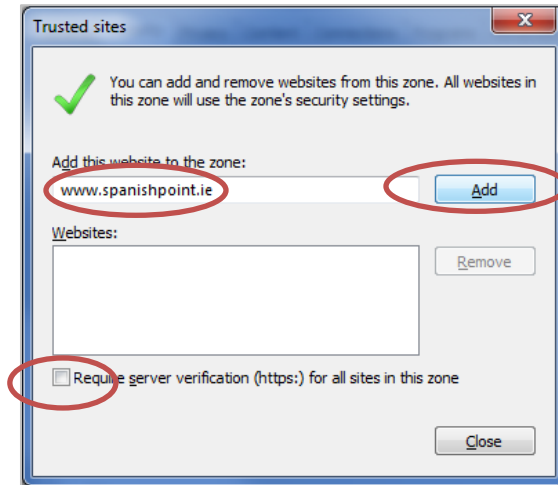
Select 'Internet options' from the settings icon on the top right.



Select the security tab, click on 'Trusted sites' and then click on the Sites button.

Enter www.spanishpoint.ie and press the Add button.

Note: If you are prevented from adding www.spanishpoint.ie from the zone make sure that the 'Require server verification...' checkbox is unchecked and press 'Add' again.



Further Information and Questions

If you need any further information please email support@spanishpoint.ie