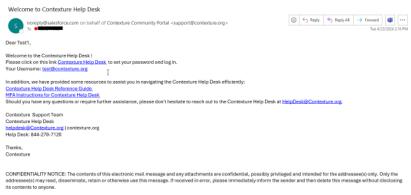


How to Request a Contexture Help Desk Account

- To request a new account, please email <u>helpdesk@contexture.org</u> or contact your Engagement Solutions Manager.
- Complete the Help Desk Registration Form and return it to <u>helpdesk@contexture.org</u>.
- The Contexture Help Desk has three different permission levels depending on your role in your organization.



• After you have requested your account, you will receive a 'Welcome Email' to set up your account.



 Click the hyperlink supplied in the email and this will take you to a screen to set up your password.

Enter a	new password for test@test.com.communit
Make s	ure to include at least:
0	8 characters
0	1 letter
0	1 number
* New I	Password
* Confi	rm New Password
Passwo	rd was last changed on 1/5/2024 4:16 PM.