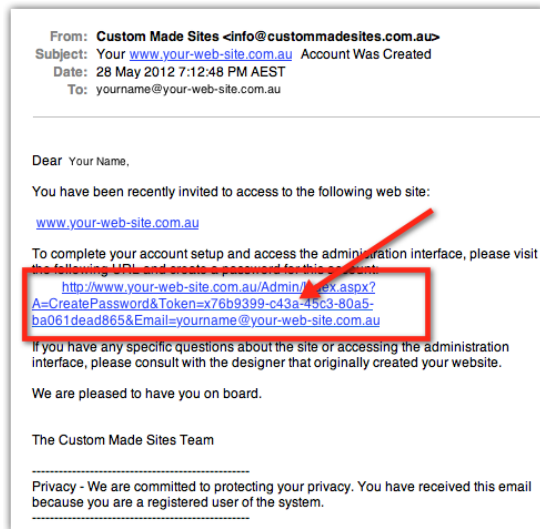




Creating the Administration User

You must create an Administration User in order to login to the Administration Console where you can take control of your website content and run activity reports. Custom Made Sites will send you an email with a link to allow you to create the Administration user.

1. Open the email you received with the subject “Your www.your-web-site.com.au Account Was Created”.



2. Click on the long link in the email, which should open the web page shown below in step 3. If this fails to open try to select the three lines of the link and then copy-and-paste it into the address bar in your web browser (such as Internet Explorer or Firefox).
3. The following will appear.

4. Type in a password and then key it again to confirm your password.
5. Click on [Terms of Use](#), and then once you agree to those terms click on the tick box to confirm you agree.
6. Click on **Continue**.

You will then be logged into the Administration Console.