MyMS PORTAL

Practical guide to the portal use

Music: Long Stroll by Kevin MacLeod
Link: https://incompetech.filmmusic.io/song/3997-long-stroll
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WHAT IT IS

MyMS is the **digital platform**, full of information and tools, where you can manage your requests **24/7**, directly and from any device

WHY TO USE MyMS

- To save money and increase efficiency
- To be more attentive to the environment by eliminating paper transactions
- Because it is easy, fast, user friendly and customized for you
- Because it allows you to create multiple logins for you and your team
- To always have updated info

GUIDE TO THE PORTAL USE
Access & registration

GO TO THE WEBSITE: https://myms.msitaly.com

MS
PRINTING SOLUTIONS
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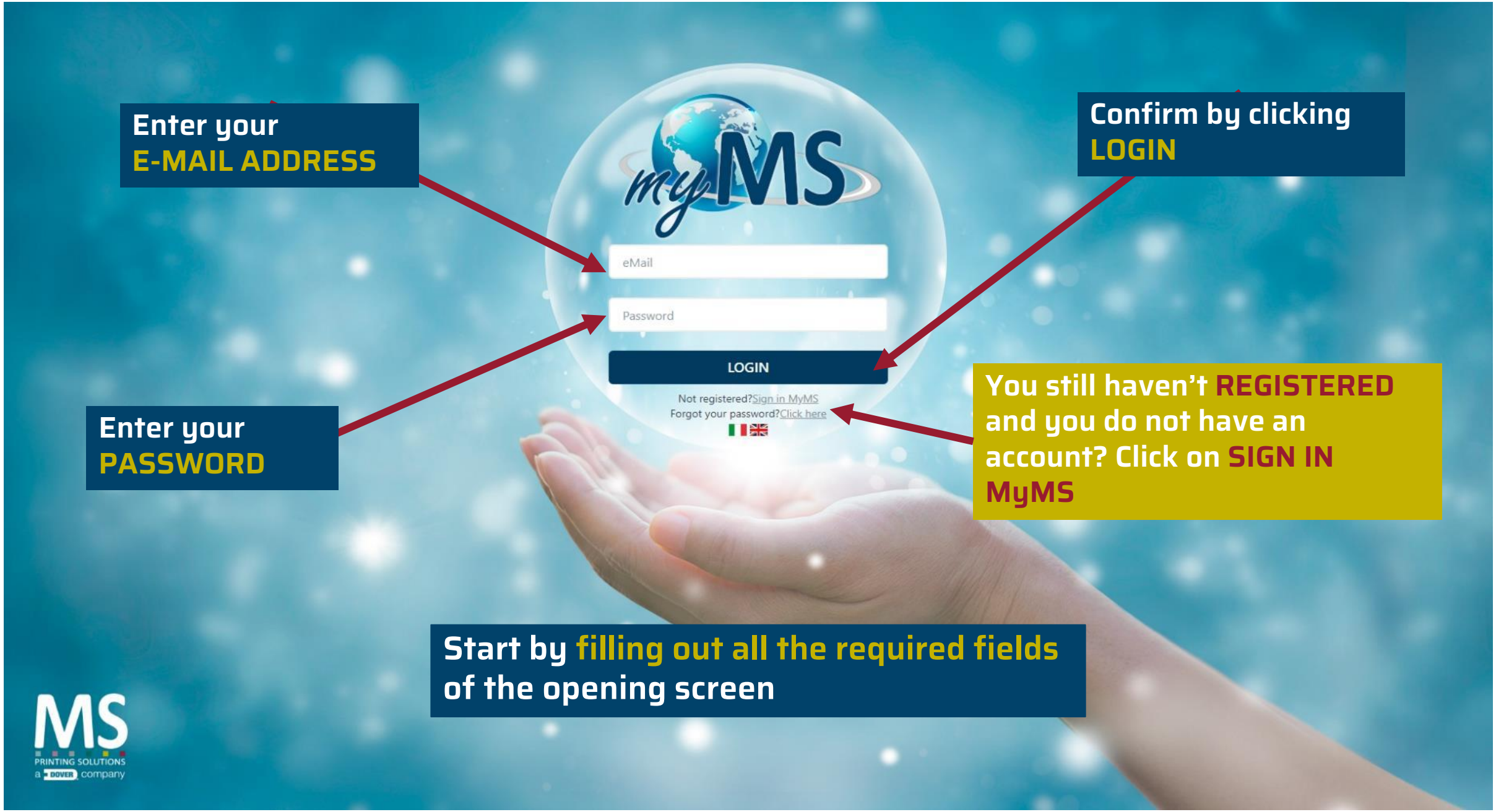
Enter your
E-MAIL ADDRESS
Enter your
PASSWORD
Confirm by clicking
LOGIN
You still haven't REGISTERED and you do not have an account? Click on SIGN IN MyMS
Start by filling out all the required fields of the opening screen
myMS
eMail
Password
LOGIN
Not registered?Sign in MyMS
Forgot your password?Click here
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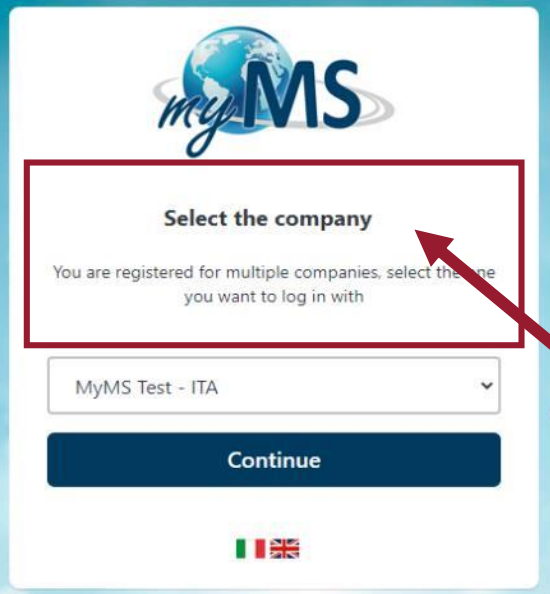

If you are a **Master User** for more than one company, at each access you'll be asked to select which company you want to work for

It's always possible to switch from a company to another by clicking on **"change company"** in the drop-down menu at the top right

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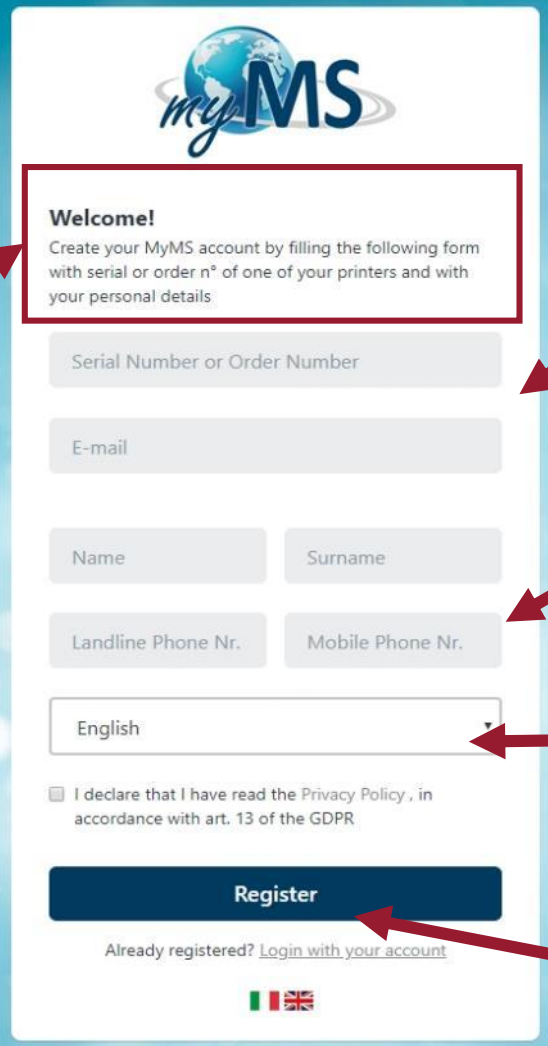
If it's the first time you access the portal **CREATE YOUR ACCOUNT** by filling out the form you will see on the screen. The info will be used to customize your profile.

To fill the form out you will need:

1. The order n° or the serial n° of one of your printers
2. Your personal data



Here the **serial n°**

Here your **personal data**

Here the **language selection**

Confirm by clicking **REGISTER**

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